

City of Opa-locka

*Commission Chambers
215 Perviz Avenue
Opa-locka, FL 33054*



AMENDED

Virtual Special Commission Meeting Agenda

Tuesday, July 28, 2020

5:30 PM

City Commission

Mayor Matthew A. Pigatt

Vice Mayor Chris Davis

Commissioner Sherelean Bass

Commissioner Alvin Burke

Commissioner Joseph L. Kelley

Appointed Officials

City Manager John E. Pate

City Attorney Burnadette Norris-Weeks

City Clerk Joanna Flores, CMC

SPEAKING BEFORE THE CITY COMMISSION

NOTE: All persons speaking shall come forward and give your full name and address, and the name and address of the organization you are representing.

There is a three (3) minute time limit for speaker/citizens forum and participation at all city commission meetings and public hearings. Your cooperation is appreciated in observing the three (3) minute time limit policy. If your matter requires more than three (3) minutes, please arrange a meeting or an appointment with the City Clerk prior to the commission meeting. *City of Opa-locka Code of Ordinances Section 2-57*

DECORUM POLICY

Any person making impertinent or slanderous remarks or who become boisterous while addressing the commission, shall be declared to be out of order by the presiding officer, and shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission be granted by the majority vote of the commission members. *City of Opa-locka Code of Ordinances Section 2-58*

NOTICE TO ALL LOBBYISTS

Any person appearing in a paid or remunerated representative capacity before the city staff, boards, committees and the City Commission is required to register with the City Clerk before engaging in lobbying activities. *City of Opa-locka Code of Ordinances Section 2-18*

FLORIDA STATUTES, CHAPTER 285.0105:

“If a person decides to appeal any decision made by the Board, Agency or Commission with respect to the proceedings, and that, for such purpose, that person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.”



CITY OF OPA-LOCKA

VIRTUAL COMMISSION MEETING PROCEDURES

Pursuant to Governor Ron DeSantis Executive Order Number 20-69, the following rules will ensure that the City Commission Meetings and any other necessary city public meetings, governed by Florida's public meeting laws will provide for necessary public notice, allow for public participation and are conducted in the Sunshine. The following rules shall govern all City of Opa-locka public virtual meetings during the duration of Executive Order Number 20-69.

Virtual public meetings will be aired through Livestream, accessible at: <https://www.youtube.com/user/CityofOpaLocka>

All residents will be able to view the meeting by tuning in to the link mentioned above. If you have comments you must submit those using the email address provided under the Public Comment section below.

Platform

All City of Opa-locka public meetings shall be conducted via Zoom or other similar platform.

Please note that Governor DeSantis' Executive Order 20-69, suspended the requirement of a quorum to be present in person or requires a local government to meet at a specific public place.

Meeting Notice

The City of Opa-locka will send notice of virtual meetings in the same manner as all other commission meetings. Additionally, the notice will include an email address and telephone number with instructions on providing comments ahead of the meeting.

Public Comments

The public may comment by submitting their comment ahead of the meeting via email to PublicComments@opalockafl.gov. Please be sure to state your full name and address in your email for your comment.

Comments submitted by members of the public by email will be read into the record during the meeting as long as they provide the comments by the deadline, 2 hours prior to the scheduled meeting time. Comments received after the deadline will be kept for the record, but will not be read during the meeting.

The public may also submit a pre-recorded message for public comment by calling (786) 618-2636. Please be sure to clearly state your full name and address in your message for your comment. Messages submitted cannot exceed three (3) minutes.

All pre-recorded messages submitted by members of the public via telephone will be played during the meeting as long as the messages are received by the deadline, 2 hours prior to the scheduled meeting time.

For questions and/or additional information, please contact the Office of the City Clerk at (305) 953-2800 or (786) 877-4038.

AMENDED
CITY OF OPA-LOCKA
“The Great City”

VIRTUAL SPECIAL COMMISSION MEETING
Tuesday, July 28, 2020
5:30 PM

AGENDA

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. PUBLIC INPUT:
(Agenda items only)

6. RESOLUTIONS:

a) A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, SETTING THE PROPOSED BUDGET FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY THE STATE AND LOCAL AGREEMENT OF COOPERATION BETWEEN THE GOVERNOR AND THE CITY OF OPA-LOCKA, FOR FISCAL YEAR (FY) 2020-2021; ESTABLISHING REQUIREMENTS FOR THE APPROVAL OF THE CITY BUDGET ON OR BEFORE AUGUST 1ST AND FORWARDING TO THE GOVERNOR THE PROPOSED ANNUAL BUDGET OF THE CITY AS PRELIMINARILY APPROVED BY THE CITY COMMISSION FOR FY 2020-2021; AND DIRECTING THE CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION AND APPROVED PROPOSED BUDGET TO THE GOVERNOR; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

b) A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING RESOLUTION 20-9781 TO ALLOW FOR A VIRTUAL MEETING OR AN IN-PERSON AT THE DISCRETION OF THE CITY MANAGER; SETTING THE PROPOSED MILLAGE RATE OF 9.8000 MILLS FOR COMPUTATION OF AD VALOREM TAXES FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY LAW FOR THE BUDGET FOR FISCAL YEAR (FY) 2020-2021; ESTABLISHING THE DATE, TIME AND PLACE FOR THE FIRST HEARING TO CONSIDER THE PROPOSED MILLAGE RATE AND PROPOSED BUDGET FOR FY 2020-2021; DIRECTING THE CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION TO THE FLORIDA DEPARTMENT OF REVENUE, PROPERTY TAX OVERSIGHT, TRIM COMPLIANCE SECTION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE. *Sponsored by City Manager*

7. ADJOURNMENT:

RESOLUTION NO. 20-XXX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, SETTING THE PROPOSED BUDGET FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY THE STATE AND LOCAL AGREEMENT OF COOPERATION BETWEEN THE GOVERNOR AND THE CITY OF OPA-LOCKA, FOR FISCAL YEAR (FY) 2020-2021; ESTABLISHING REQUIREMENTS FOR THE APPROVAL OF THE CITY BUDGET ON OR BEFORE AUGUST 1ST AND FORWARDING TO THE GOVERNOR THE PROPOSED ANNUAL BUDGET OF THE CITY AS PRELIMINARILY APPROVED BY THE CITY COMMISSION FOR FY 2020-2021; AND DIRECTING THE CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION AND APPROVED PROPOSED BUDGET TO THE GOVERNOR; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 218.503, Florida Statutes, provides measures to resolve the financial emergency by the City of Opa-locka, agreeing through the State and Local Agreement of Cooperation between the Governor and the City of Opa-locka through Executive Order Number 2016-135 to submit to the Governor, on or before August 1st of each year, the proposed Annual Budget of the City, as preliminarily approved by the Mayor and City Commission; and

WHEREAS, the City Manager of the City of Opa-locka has recommended a proposed budget of Funding (Revenue, Loans, Grants, Interfund Transfers-In and usage of Unassigned Fund Balance) (attached hereto as Exhibit "A") of \$44,557,037 and Expenditure of \$44,557,037 for FY 2020-2021, commencing October 1, 2020 and ending September 30, 2021 based on the underlying assumptions for revenue and expenditure estimates contained in the proposed Annual Budget documented and included with the budget submission.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA- LOCKA, FLORIDA:

SECTION 1. The recitals to the preamble herein are incorporated by reference.

SECTION 2. The City Commission hereby approves the proposed \$44,557,037 government-wide Annual Budget for the City of Opa-locka, Florida for FY 2020-2021, commencing October 1, 2020 and ending September 30, 2021, for both Funding and Expenditures.

SECTION 3. The date, time and place for the public hearing to consider the above proposed Annual Budget shall be as follows:

PUBLIC HEARING

Date: Tuesday, July 28, 2020

Time: 5:30 p.m.

Place: Virtual Special Commission Meeting

SECTION 4. The City Manager is hereby directed to transmit the proposed Annual Budget to the State of Florida Governor's Designee, by August 1, 2020 in accordance with Executive Order Number 2016-135.

SECTION 5. This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and ADOPTED this 28th day of July, 2020.

Matthew A. Pigatt, Mayor

ATTEST:

Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Weeks, P.A.

Moved by: _____

Seconded by: _____

VOTE: _____

Resolution No. 20-XX

Commissioner Bass	_____
Commissioner Burke	_____
Commissioner Kelley	_____
Vice-Mayor Davis	_____
Mayor Pigatt	_____



City of Opa-locka Agenda Cover Memo

Department Director:	Bob Anathan		Department Director Signature:			
City Manager:	John E. Pate		CM Signature:			
Commission Meeting Date:	July 28 2020		Item Type:	Resolution	Ordinance	Other
			(Enter X in box)	X		
Fiscal Impact: (Enter X in box) N/A	Yes	No	Ordinance Reading: (Enter X in box)	1st Reading		2nd Reading
	X		Public Hearing: (Enter X in box)	Yes	No	Yes
					X	X
Funding Source: Account# :	(Enter Fund & Dept) Ex: NA		Advertising Requirement: (Enter X in box)	Yes		No
						X
Contract/P.O. Required: (Enter X in box)	Yes	No	RFP/RFQ/Bid#:			
		X				
Strategic Plan Related (Enter X in box)	Yes	No	Strategic Plan Priority Area: Enhance Organizational ☒ Bus. & Economic Dev ☒ Public Safety ☒ Quality of Education ☒ Qual. of Life & City Image ☒ Communication ☒	Strategic Plan Obj./Strategy: (list the specific objective/strategy this item will address) All areas		
Sponsor Name	City Manager		Department:	City Manager		

Short Title:

Adoption of Proposed FY 21 City Budget To Be Forwarded To The Florida Governor

Staff Summary:

In accordance with the Local Agreement of Cooperation between the City and the State, the City is required to submit to the State by August 1st each a proposed budget for the following year.

Proposed Action:

It is recommended that the City Commission review the proposed budget as recommended by staff, direct staff to make adjustments as appropriate and further direct staff to ensure the amended budget is received by the Governor, or designee, by August 1, 2020.

Attachment:

1. Budget Book
2. Proposed Resolution

City of Opa-locka

FISCAL YEAR 2021



Chris Davis
Vice Mayor



Matthew Pigatt
Mayor



Joseph Kelley
Commissioner



Sherelean Bass
Commissioner



Alvin Burke
Commissioner

City of Opa-locka Administration

John E. Pate, City Manager

George Ellis, Jr. Assistant City Manager

Joanna Flores, City Clerk

Burnadette Norris-Weeks, City Attorney

Daniel Abia, Building Official/Building and Licensing Director

Bob Anathan, Budget Administrator

Aria Austin, Public Works Director/CIP Director

Charles Brown, Parks and Recreation Director

James Dobson, Police Chief

Gregory Gay, Community Development Director/CRA Director

Nelson Rodriquez, Information Technology Director

Kierra Ward, Human Resources Director

Financial Oversight Board

Melinda Miguel, Chief Inspector General

Board Members

Andrew R. Collins, Board Chair

Angela Knecht

Kim Mills

Vernita Nelson

J.D. Patterson, Jr.

Frank Rollason

Legal

Brian Hunter, Attorney



**Office of the City Manager
780 Fisherman Street, 4th Floor
Opa-Locka, FL 33054**

**John E. Pate, MS, CM
City Manager**

**Telephone: (786) 338-6598
Email: jpate@opalockafl.gov**

July 14, 2020

To the Honorable Mayor, Vice Mayor and Commissioners:

In accordance with the City's Charter, Article III, Section 3.3 (a), I am very pleased to submit for your review and consideration the FY 21 Proposed Operating Budget for all funds, including the Capital Improvement Program, for the fiscal year of October 1, 2020 through September 30, 2021.

Before presenting the proposed FY 21 budget, I would like to take a moment to present the excellent progress the City has made this year as it moves forward toward recovery. Some of the highlights include:

- The major operating funds (General Fund, Water-Sewer and Stormwater Fund) are forecasted to generate surpluses this year. This is particularly meaningful for the General Fund which is estimated to require several years of significant surpluses to restore its fund balance to acceptable levels as a condition of exiting from State control, with this year forecasted to make significant progress in that direction, but with further substantial improvement estimated to still be required.
- Completion and submission of an effective and realistic five-year recovery plan.
- The tax base grew by 30.1% (reduced to 29.2% after a year of Value Adjustment Board activity) primarily due to a major Amazon investment in the City, providing an additional \$2.4 million of property tax revenue to address important City needs.
- A major Commission focus on creating community awareness as to the dangers of COVID-19 and the precautionary efforts to be taken to lessen the risk of infection, including establishing the first walk-up testing site in the County.
- With a major effort, the Finance Department has completed the FY 18 audit by the May deadline, putting in place another block in restoring confidence that City financial operations are able to exercise fiduciary obligations in a responsible way.
- City National Bank holds the 2015 Notes associated with financing the City Municipal Complex (780 Fisherman Street). Against this debt the City has pledged utility tax and communications services tax revenue, with the surplus over debt payment to go to the City each month. With declaration of the City's financial emergency in 2016, the bank had retained this surplus. By June of this year, it had grown to \$5.2 million. In a vote of confidence, the bank has released this surplus with half going to the City and half being prepaid against the Notes, resulting in the balloon payment for these Notes due in 2026 cut in half.

- The County's assuming billing responsibility for the City's utility customers has paid substantial dividends with billing issues greatly reduced. As this billing settles out, when compared to 2018, it appears that for the same customer set there will be a nearly \$4 million increase (58%) in water-sewer revenue, allowing the City to begin making important investment in restoring the water-sewer infrastructure.
- Although all operating funds are anticipated to generate surpluses, the City will still invest \$4.7 million in infrastructure, including completing remaining sewer main relining to satisfy release from the County restriction on additional sewer connections, resurfacing 6.5 miles of roadway, installing 2.6 miles of new sidewalks and renovation of Ingram Park.
- Major focus on pothole reduction has resulted in virtual elimination of the 195 potholes originally targeted for repair.
- In another vote of confidence, the County's Citizens Independent Transportation Trust (CITT), approved FY 15–FY 17 audits and released \$901,000 of funds previously withheld, allowing for a major investment in resurfacing the City's roadways.
- Good progress is being made in addressing the recommendations provided by the State in May, 2019, as part of the State's Operational Audit with all issues targeted for completion by September. In conjunction with this, Finance is developing and implementing a comprehensive set of policies and procedures to further demonstrate its progress in fulfilling its fiduciary responsibilities
- The CRA initiated a downtown masterplan study to establish definitive guidance as to the direction of future development within the Community Redevelopment Area.
- The CRA initiated a façade improvement program to improve appearance of City's commercial and industrial areas.
- A stormwater masterplan has been initiated to address one of the City's highest priority issues and provide guidance as to the road forward.
- The City has contracted for delivery of ten new police vehicles to begin to replace the inventory of aged police vehicles which have exceeded their cost-effective lives.
- Several major development projects have received site plan / development agreement approval, potentially improving both the City's aesthetics as well as its tax base.
- The Police Department has begun implementation of revised policies and procedures in response to the audit conducted by the County Police Department.
- It is forecasted 2,000 tons of illegally dumped trash will be removed this year.
- Installation of high intensity LED streetlights throughout the City to increase safety and deter surreptitious illegal dumping.

In regard to FY 21, the following approaches were taken for the three major operating funds (General Fund, Water-Sewer Fund and Stormwater Fund).

General Fund

For FY 21, the pieces were in place for another very good year on the road to recovery, prior to the advent of the pandemic which has created major revenue uncertainty. The Finance department deployed essentially all its resources to get the FY 18 audit submitted in May. The price for doing that is that very little of the normal accounting for FY 20 has been done. Normally it would be possible to look at the revenue transactions for the past several months to assess the impact of the pandemic and then make a judgment as to its continuing impact in FY 21. Although Finance is working extremely diligently to get caught up, at present this important information is not yet available. This

is particularly relevant to the General Fund which is the primary source of most City services other than utility services.

Consequently, in view of the revenue uncertainty, the following approach has been utilized in developing the proposed FY 21 General Fund budget.

- The primary focus is to not lose ground on the progress made in regard to fund balance but to not anticipate any material improvement in view of the potentially depressed revenue and the need to maintain a minimum level of service.
- The City has been advised the tax base has grown by 8.0% from last year's tax base after adjustments done by the Value Adjustment Board. Although the pandemic has created hardship in the ability to pay property tax bills, any property tax bill remaining unpaid as of next June will be put up for tax certificate sale. It's believed that there will enough investor interest that the City will receive the tax receipts it would normally receive.
- Red light camera revenue, for which monthly reports are received directly by the Budget department, indicates continued strong revenue even with COVID-19, and that has been assumed to continue with little diminution next year.
- Communications Services Taxes, also available directly from the State without going through Finance, also demonstrates strength in the face of the pandemic, and that is assumed to continue.
- In the absence of any other information, all other General Fund revenues sources have been reduced by around 35%
- In view of the revenue uncertainty, General Fund staffing has been kept three positions below the FY 20 adopted budget. Eleven additional positions which had been requested to provide better service haven't been included in the proposed budget.
- There are no compensation increases other than increases related to the Police contract.
- Health costs have been assumed to increase 10% although this won't be known until September.
- All operating and departmental capital expenditure have been budgeted at levels below levels forecasted for FY 20.
- A contingency of \$1.4 million is included to offset a further potential revenue shortfall or major unanticipated expenditures.
- Once there is more clarity to revenue, the budget will be reviewed and recommendations for amendments for the deferment of expenditures will be made if warranted by the updated revenue picture.

Water-Sewer Fund

- This fund's fund balance is estimated to be positive although not as large as desirable. This isn't considered to be a significant issue at this time.
- The revenue picture is judged to be much less impacted by the pandemic, allowing for greater certainty in budgeting.
- Staffing has been budgeted for two less positions than approved in the FY 20 budget with compensation and health cost assumptions as indicated in the General Fund.
- The availability of \$3.3 million of grants and loans will facilitate significant capital expenditure of a like amount
- Potential legal expenses related to the utility billing issues have been budgeted at \$0.5 million.

- Contingency of \$0.3 million has been established
- This fund is constrained by \$2.0 million of annual debt service it has incurred.

Stormwater Fund

- This fund is very healthy and has a fund balance significantly greater than required.
- Revenue is anticipated to increase significantly, based on actions underway to more properly reflect these charges on the utility bill.
- This is the only fund with an increase of staffing (0.6 FTE) over the adopted FY 20 budget.
- There will be significant investment in stormwater infrastructure based on the availability of fund balance in excess of what is required for this fund.

FY 21 Major Objectives (Additional Objectives Also Indicated In Each Division)

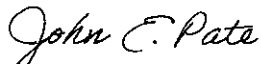
- Amend expenditure budget as necessary as revenue picture becomes clearer.
- IT initiative to accelerate implementation of technology and redesign of business processes in multiple departments.
- Acceptance by the State of the City's five-year recovery plan
- No negative findings by the State in evaluating the City's responses to the recommendations provided in the 2019 Operational Audit.
- Completion of the FY 19 and FY 20 City audits and ancillary audits required to meet CITT requirements.
- Motivate additional commercial development utilizing the proximity of Amazon as a benefit.
- Additional CRA façade and streetscape programs to enhance City appearance
- Updated CRA plan, possibly including an expanded Community Redevelopment Area to leverage impact
- Increased staffing to twenty hours per week dedicated to the expeditious removal of illegally dumped trash to improve City appearance
- Increased emphasis on community policing and Police community outreach.
- Achievement of further reduction of criminal activity
- Very significant reduction in illegal dumping
- Major emphasis on seeking grant and loan opportunities
- Possible renegotiation of trash memorandum of understanding (MOU) with the County to enhance City appearance by City assuming collection responsibility for more timely removal of trash
- Resurfacing of 1.5 miles roadway and an additional 2.0 miles of new sidewalk
- Completion of the Cairo Lane project
- Employment of a Property Manager for Town Center
- 100% occupancy of Town Center rental space
- Division of Town Center into condominium units to limit impact of property tax to only those units occupied by "For Profit" companies
- Continued progress in reducing water loss in water distribution system
- Continued progress in reducing inflow and infiltration (I&I) into the wastewater collection and transmission system.

- Movement of stormwater fees from the utility bill to the FY 22 property tax bill to ensure all properties are correctly charged for the fees associated with each property and that the City receives the full amount due for providing stormwater services.
- Resolution of the large delinquency remaining on closed accounts in regard to customers who are now being billed by the County in new accounts

Conclusion

The City has made excellent progress in restoring its fiscal integrity and credibility as a viable and responsible city. However, much still remains to be done, made all the more challenging with the pandemic impeding the rate of recovery. However, thanks to the guidance and leadership of the Mayor and Commission, the City will meet all of the requirements in the next couple of years that will allow it to exit from State control and allow it to resume its role as a respected member of the Florida community of municipalities. Additionally, I would like to thank the staff for all of their hard work and thoughtfulness in developing a budget providing a very clear roadmap on what needs to be done. In particular, I would like to thank Gerri Lazarre and Robert Anathan for their leadership in the restoration of the City's financial credibility and their efforts in ensuring the integrity of this budget.

Respectfully,



John E. Pate, MS, CM
City Manager

Citywide Summary





**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

City-Wide - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Funding						
Revenue - Ex Grants	27,978,904	35,778,069	35,351,462	(426,607)	33,027,635	(2,323,828)
Grants	297,514	1,721,049	1,250,516	(470,533)	479,934	(770,582)
Total Revenue	28,276,418	37,499,118	36,601,978	(897,140)	33,507,569	(3,094,410)
Loans	348,558	4,304,308	389,936	(3,914,372)	2,800,966	2,411,030
Total	28,624,976	41,803,426	36,991,914	(4,811,512)	36,308,535	(683,380)
Transfers-In	4,785,633	7,219,946	8,075,429	855,483	5,614,596	(2,460,834)
Total Funding	33,410,609	49,023,372	45,067,344	(3,956,028)	41,923,130	(3,144,213)
Expenditure						
Salaries	6,810,845	7,423,459	6,951,034	(472,425)	7,448,915	497,881
Benefits	2,369,915	2,793,843	2,520,850	(272,993)	2,830,719	309,868
Total Compensation	9,180,760	10,217,302	9,471,884	(745,418)	10,279,634	807,749
Operating Expense	12,563,443	15,657,596	14,364,264	(1,293,332)	14,629,470	265,206
Other Uses	337,238	2,461,883	1,499,428	(962,455)	1,497,428	(2,000)
Capital	2,197,617	7,581,991	3,746,231	(3,835,760)	7,175,072	3,428,841
Debt Service	1,650,546	3,280,337	3,194,892	(85,445)	3,194,941	49
Contingency	458,750	3,202,571	1,096,647	(2,105,924)	2,165,897	1,069,250
Total Expense Ex Transfer Out	26,388,354	42,401,680	33,373,346	(9,028,334)	38,942,442	5,569,095
Transfer Out	4,803,671	7,245,930	8,075,429	829,499	5,614,596	(2,460,834)
Total Expense	31,192,025	49,647,610	41,448,776	(8,198,834)	44,557,037	3,108,262
Over / (Under)	2,218,584	(624,238)	3,618,568	4,242,806	(2,633,907)	(6,252,475)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Citywide - Detail

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Revenue						
General Fund	13,116,370	16,232,130	15,962,677	(269,453)	15,789,810	(172,868)
CRA Fund	555,288	734,292	734,292	-	1,046,910	312,618
Debt Service Fund	3,351,104	3,495,364	2,871,021	(624,343)	2,381,817	(489,204)
Safe Neighborhood CIP Funding	367,614	931,919	838,086	(93,833)	186,834	(651,252)
Peoples' Transportation Fund	75,000	1,643,987	1,503,436	(140,551)	700,000	(803,436)
Town Center Fund	117,611	294,010	192,864	(101,146)	221,168	28,304
Special Law Enforcement Fund	11,705	-	-	-	-	-
Total Governmental Funds	17,594,692	23,331,702	22,102,376	(1,229,326)	20,326,539	(1,775,838)
Water-Sewer Fund	9,498,803	12,701,104	13,075,106	374,002	11,681,030	(1,394,076)
Stormwater Fund	1,182,923	1,466,312	1,424,496	(41,816)	1,500,000	75,504
Total Proprietary Funds	10,681,726	14,167,416	14,499,602	332,186	13,181,030	(1,318,572)
Total Revenue All Funds	28,276,418	37,499,118	36,601,978	(897,140)	33,507,569	(3,094,410)
Loans	348,558	4,304,308	389,936	(3,914,372)	2,800,966	2,411,030
Transfers In	4,785,633	7,219,946	8,075,429	855,483	5,614,596	(2,460,834)
Total Citywide Funding	33,410,609	49,023,372	45,067,344	(3,956,028)	41,923,130	(3,144,213)
Expenditure (Ex Transfers Out)						
General Fund	11,573,825	16,317,376	13,963,375	(2,354,000)	14,471,631	508,256
CRA Fund	35,074	463,026	358,951	(104,075)	1,029,701	670,750
Debt Service Fund	858,728	1,209,858	1,209,848	(10)	1,209,897	49
Safe Neighborhood CIP Funding	510,922	1,768,100	1,177,891	(590,209)	186,834	(991,057)
Peoples' Transportation Fund	210,388	1,643,987	1,727,140	83,153	1,383,166	(343,974)
Town Center Fund	629,348	619,310	474,557	(144,753)	548,340	73,784
Special Law Enforcement Fund	4,406	10,000	-	(10,000)	-	-
Risk Internal Services Fund	2,166,483	2,402,842	2,365,954	(36,888)	2,626,330	260,375
IT Internal Service Fund	449,037	653,373	635,897	(17,476)	617,737	(18,160)
Total Governmental Funds	16,438,211	25,087,872	21,913,614	(3,174,258)	22,073,636	160,022
Water-Sewer Fund	9,412,848	16,027,620	10,459,510	(5,568,110)	13,555,976	3,096,466
Stormwater Fund	537,295	1,286,188	1,000,223	(285,965)	3,312,830	2,312,608
Total Proprietary Funds	9,950,143	17,313,808	11,459,733	(5,854,075)	16,868,806	5,409,073
Total Exp - Ex Transfer Out	26,388,354	42,401,680	33,373,346	(9,028,333)	38,942,442	5,569,095
Transfers Out	4,803,671	7,245,930	8,075,429	829,499	5,614,596	(2,460,834)
Total Citywide Expenditure	31,192,025	49,647,610	41,448,776	(8,198,834)	44,557,037	3,108,262
Over / (Under)	2,218,584	(624,238)	3,618,568	4,242,806	(2,633,907)	(6,252,475)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Citywide - By Fund

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Total Governmental Funds</u>						
Funding	22,380,325	30,206,676	29,832,834	(373,843)	25,941,134	(3,891,239)
Expenditure	20,016,898	30,830,914	29,038,584	(1,792,329)	26,624,300	(2,414,284)
Over / (Under)	2,363,427	(624,238)	794,249	1,418,487	(683,166)	(1,476,955)
<u>Enterprise Funds</u>						
<u>Water-Sewer Fund</u>						
Funding	9,847,361	17,350,384	13,810,014	(3,540,370)	14,481,996	671,982
Expenditure	10,571,634	17,350,384	11,291,906	(6,058,478)	14,481,996	3,190,091
Over / (Under)	(724,273)	-	2,518,108	2,518,108	-	(2,518,109)
<u>Stormwater Fund</u>						
Funding	1,182,923	1,466,312	1,424,496	(41,816)	1,500,000	75,504
Expenditure	603,493	1,466,312	1,118,286	(348,026)	3,450,741	2,332,455
Over / (Under)	579,430	-	306,210	306,210	(1,950,741)	(2,256,951)
<u>Total Enterprise Funds</u>						
Funding	11,030,284	18,816,696	15,234,510	(3,582,186)	15,981,996	747,486
Expenditure	11,175,127	18,816,696	12,410,191	(6,406,505)	17,932,737	5,522,546
Over / (Under)	(144,843)	-	2,824,319	2,824,319	(1,950,741)	(4,775,060)
<u>Total City</u>						
Funding	33,410,609	49,023,372	45,067,344	(3,956,028)	41,923,130	(3,143,753)
Expenditure	31,192,025	49,647,610	41,448,776	(8,198,834)	44,557,037	3,108,262
Over / (Under)	2,218,584	(624,238)	3,618,568	4,242,806	(2,633,907)	(6,252,015)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Governmental Funds - By Fund

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>General Fund</u>						
Funding	14,755,777	19,332,329	19,861,739	529,410	17,602,650	(2,258,628)
Expenditure	14,135,835	19,332,329	17,208,904	(2,123,424)	17,602,650	393,746
Over / (Under)	619,942	-	2,652,834	2,652,834	-	(2,652,374)
<u>CRA Fund</u>						
Funding	555,288	734,292	734,292	-	1,046,910	312,618
Expenditure	38,961	812,347	719,173	(93,174)	1,046,911	327,738
Over / (Under)	516,327	(78,055)	15,119	93,174	-	(15,119)
<u>Debt Service Fund</u>						
Funding	3,351,104	3,495,364	2,871,021	(624,343)	2,381,817	(489,204)
Expenditure	1,777,924	3,495,366	4,521,021	1,025,655	2,381,817	(2,139,204)
Over / (Under)	1,573,180	(2)	(1,650,000)	(1,649,998)	-	1,650,000
<u>Safe Neighborhood Fund</u>						
Funding	367,614	1,231,919	1,177,891	(54,028)	186,834	(991,057)
Expenditure	510,922	1,768,100	1,177,891	(590,209)	186,834	(991,057)
Over / (Under)	(143,308)	(536,181)	-	536,181	-	-
<u>Peoples' Transportation Plan Fund</u>						
Funding	75,000	1,643,987	1,503,436	(140,551)	700,000	(803,436)
Expenditure	210,388	1,643,987	1,727,140	83,153	1,383,166	(343,974)
Over / (Under)	(135,388)	-	(223,704)	(223,704)	(683,166)	(459,462)
<u>Town Center</u>						
Funding	443,887	668,518	568,668	(99,850)	651,191	82,523
Expenditure	678,259	668,518	568,668	(99,850)	651,191	82,523
Over / (Under)	(234,372)	-	-	-	-	-
<u>Special Law Enforcement Fund</u>						
Funding	11,705	-	-	-	-	-
Expenditure	4,406	10,000	-	(10,000)	-	-
Over / (Under)	7,299	(10,000)	-	10,000	-	-
<u>IT Internal Service Fund</u>						
Funding	417,994	695,356	719,610	24,254	713,118	(6,491)
Expenditure	491,996	695,356	719,610	24,254	713,118	(6,491)
Over / (Under)	(74,002)	-	-	-	-	-
<u>Risk Manage. Internal Service Fund</u>						
Funding	2,401,956	2,404,911	2,396,177	(8,734)	2,658,614	262,437
Expenditure	2,168,207	2,404,911	2,396,177	(8,734)	2,658,614	262,437
Over / (Under)	233,749	-	-	-	-	-
<u>Total Governmental Funds</u>						
Funding	22,380,325	30,206,676	29,832,834	(373,843)	25,941,134	(3,891,239)
Expenditure	20,016,898	30,830,914	29,038,584	(1,792,329)	26,624,300	(2,414,284)
Over / (Under)	2,363,427	(624,238)	794,249	1,418,487	(683,166)	(1,476,955)



Staffing

	FY 14		FY 20 Budget		FY 20 Actual		FY 21 Proposed		Requested - Not In Budget	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Governmental Funds										
City Manager	9.0	-	6.0	-	5.0	-	5.0	-	-	-
City Clerk	5.0	-	4.0	-	4.0	-	4.0	-	-	-
HR	4.0	-	3.0	-	2.0	-	2.0	-	1.0	-
Risk	-	-	1.0	-	1.0	-	1.0	-	-	-
Finance	6.0	-	7.0	-	5.0	-	8.0	-	-	-
IT	3.0	-	2.0	-	2.0	-	2.0	-	-	-
CD	7.0	-	3.6	-	3.6	-	3.6	-	0.5	-
Building & License	8.0	-	3.5	4.0	3.8	4.0	3.8	4.0	-	2.0
Parks & Recreation	16.0	2.0	9.0	-	7.0	-	9.0	-	-	-
Police										
Sworn	55.0	-	47.0	-	43.0	-	43.0	-	4.0	-
Other	12.0	13.0	8.0	11.0	8.0	11.0	8.0	11.0	-	-
Code	5.0	-	6.0	-	6.0	-	6.0	-	-	-
Public Works										
Admin	2.0	-	2.0	-	4.0	-	4.0	-	1.0	-
Building Maint	4.0	-	3.5	-	3.5	-	3.5	-	1.0	-
Roads & Streets	12.0	-	7.5	-	5.5	-	5.5	-	2.0	-
Vehicle Maint	4.0	-	3.0	-	3.7	-	3.7	-	-	-
Illegal Dumping	-	-	0.0	-	0.0	-	1.0	-	1.0	-
Town Center	-	-	1.0	-	1.0	-	1.0	-	-	-
CRA	3.0	-	0.4	-	0.4	-	0.4	-	0.5	-
People Trans Plan	7.0	-	-	-	-	-	-	-	-	-
Total Gov Funds	162.0	15.0	117.5	15.0	108.5	15.0	114.5	15.0	11.0	2.0
Enterprise Funds										
Solid Waste	1.0	-	-	-	-	-	-	-	-	-
Utility Bill/Cust Svc	8.0	-	5.0	-	4.0	2.0	4.0	1.0	-	-
Meters / Line Maint	10.0	-	6.0	-	3.0	-	4.3	-	-	-
Water	10.0	-	2.0	-	3.0	-	4.0	-	-	-
Sewer	10.0	-	6.0	-	3.0	-	5.3	-	-	-
CIP	-	-	2.5	-	2.0	-	1.5	-	-	-
Stormwater	3.0	-	3.0	-	1.0	-	3.6	-	-	-
Total Ent Funds	42.0	-	24.5	-	16.0	2.0	22.5	1.0	-	-
Total City	204.0	15.0	142.0	15.0	124.5	17.0	137.0	16.0	11.0	2.0

General Fund Summary





**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

General Fund Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Funding</u>						
<u>Revenue</u>						
Ad Valorem	7,804,572	10,747,824	10,223,756	(524,068)	10,785,234	561,478
Utility Taxes	77,475	42,749	70,873	28,124	60,242	(10,631)
Franchise Fees	2,065,256	1,881,433	1,648,547	(232,886)	1,500,805	(147,742)
Licenses	299,695	234,203	268,750	34,547	214,788	(53,963)
Permits	693,215	607,540	864,282	256,742	464,640	(399,642)
Charges For Services	85,124	68,750	57,680	(11,070)	49,028	(8,652)
Fines & Forfeitures	1,570,013	2,349,283	2,618,982	269,699	2,567,232	(51,750)
Other Revenue	289,162	269,248	178,708	(90,540)	147,842	(30,866)
Grants & Donations	231,858	31,100	31,100	-	-	(31,100)
Total Revenue	13,116,370	16,232,130	15,962,677	(269,453)	15,789,810	(172,868)
Transfer In	1,639,407	3,100,199	3,899,061	798,862	1,812,841	(2,085,760)
Total Funding	14,755,777	19,332,329	19,861,739	529,410	17,602,650	(2,258,628)
<u>Expenditure</u>						
Salaries	5,922,993	6,131,352	5,965,553	(165,799)	6,266,923	301,370
Benefits	2,052,625	2,317,760	2,170,451	(147,309)	2,384,996	214,545
Total Compensation	7,975,618	8,449,112	8,136,004	(313,108)	8,651,919	515,915
Operating Expense	2,330,565	3,238,797	2,926,825	(311,971)	2,827,099	(99,726)
Other Uses	337,238	2,461,883	1,499,428	(962,455)	1,497,428	(2,000)
Capital	499,298	314,453	314,471	18	91,900	(222,571)
Contingency	431,106	1,853,131	1,086,647	(766,484)	1,403,285	316,638
Total Expense Ex Transfer Out	11,573,825	16,317,376	13,963,375	(2,354,000)	14,471,631	508,256
Transfer Out	2,562,010	3,014,953	3,245,529	230,576	3,131,019	(114,510)
Total Expense	14,135,835	19,332,329	17,208,904	(2,123,424)	17,602,650	393,746
(Use Of)/Add To Fund Balance	619,942	-	2,652,834	2,652,834	-	(2,652,374)
<u>Fund Balance - Unassigned</u>						
Beginning	(3,964,529)	(3,344,587)	(3,344,587)	-	(691,753)	2,652,834
(Use Of)/Add To Fund Balance	619,942	-	2,652,834	2,652,834	-	(2,652,374)
Ending	(3,344,587)	(3,344,587)	(691,753)	2,652,834	(691,753)	461



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

General Fund - Funding

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Funding Summary</u>						
<u>Revenue</u>						
Ad Valorem	7,804,572	10,747,824	10,223,756	(524,068)	10,785,234	561,478
Utility Taxes	77,475	42,749	70,873	28,124	60,242	(10,631)
Franchise Fees	2,065,256	1,881,433	1,648,547	(232,886)	1,500,805	(147,742)
Licenses	299,695	234,203	268,750	34,547	214,788	(53,963)
Permits	693,215	607,540	864,282	256,742	464,640	(399,642)
Charges For Services	85,124	68,750	57,680	(11,070)	49,028	(8,652)
Fines & Forfeitures	1,570,013	2,349,283	2,618,982	269,699	2,567,232	(51,750)
Other	289,162	269,248	178,708	(90,540)	147,842	(30,866)
Grants & Donations	231,858	31,100	31,100	-	-	(31,100)
Total Revenue	13,116,370	16,232,130	15,962,677	(269,453)	15,789,810	(172,868)
Transfers-In	1,639,407	3,100,199	3,899,061	798,862	1,812,841	(2,086,221)
Total Funding	14,755,777	19,332,329	19,861,739	529,410	17,602,650	(2,259,088)
<u>Funding Detail</u>						
Ad Valorem Taxes	7,804,572	10,747,824	10,223,756	(524,068)	10,785,234	561,478
<u>Utility Taxes</u>						
Utility Tax - City Gas	1,879	20,000	14,000	(6,000)	11,900	(2,100)
Utility Tax - Other	75,596	22,749	56,873	34,124	48,342	(8,531)
Total Utility Taxes	77,475	42,749	70,873	28,124	60,242	(10,631)
<u>Franchise Fees</u>						
Franchise Fee - F.P.L.	1,245,786	1,212,768	970,214	(242,554)	824,682	(145,532)
Franchise Fee - Great Waste	209,390	204,000	192,000	(12,000)	192,000	-
Franchise Fee-Commercial Waste	602,480	444,000	468,000	24,000	468,000	-
Franchise Fee - Bench Ads	3,600	3,000	3,600	600	3,600	-
Franchise Fee - BFI	-	8,665	4,333	(4,333)	3,683	(650)
Nu-Way Towing Services Inc	550	3,000	2,100	(900)	1,785	(315)
Sunshine Towing Inc	3,450	3,000	2,850	(150)	2,423	(428)
Dolphin Towing & Recovery	-	-	2,000	2,000	1,700	(300)
Downtown Towing Company	-	3,000	3,450	450	2,933	(518)
Total Franchise Fees	2,065,256	1,881,433	1,648,547	(232,886)	1,500,805	(147,742)
<u>Licenses</u>						
Occupation Licenses - City	269,519	190,000	200,000	10,000	170,000	(30,000)
Occupation Licenses-Field Inspection	3,931	3,500	2,450	(1,050)	2,083	(368)
Occupation Licenses-Late Penalty	11,270	10,000	39,000	29,000	19,500	(19,500)
Contractor Licenses	500	-	900	900	765	(135)
Mobile Home Licenses	-	4,000	400	(3,600)	340	(60)
Alcoholic Beverages	6,240	6,703	10,000	3,297	8,500	(1,500)
Occupation Licenses - County	8,235	20,000	16,000	(4,000)	13,600	(2,400)
Total Licenses	299,695	234,203	268,750	34,547	214,788	(53,963)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

General Fund - Funding

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Permits</u>						
Building Permits	354,341	290,000	600,000	310,000	240,000	(360,000)
Electrical Permits	26,583	35,000	24,500	(10,500)	20,825	(3,675)
Plumbing Permits	17,034	20,000	14,000	(6,000)	11,900	(2,100)
Mechanical Permits	15,044	10,000	9,000	(1,000)	7,650	(1,350)
Certificate Of Occupancy	5,455	7,540	6,032	(1,508)	5,127	(905)
Certificate Of Use	211,617	160,000	128,000	(32,000)	108,800	(19,200)
Landlord Permits	60,741	85,000	80,750	(4,250)	68,638	(12,113)
Special Event Permits	2,400	-	2,000	2,000	1,700	(300)
Total Permits	693,215	607,540	864,282	256,742	464,640	(399,642)
<u>Services</u>						
Zoning & Subdivision Fees	49,700	-	20,000	20,000	17,000	(3,000)
Xerox Copies	5,459	1,500	1,350	(150)	1,148	(203)
Notary Fees	173	50	500	450	425	(75)
Other Public Works Revenue	96	-	-	-	-	-
Recreation Activity Fees	4,945	7,000	3,500	(3,500)	2,975	(525)
Rental Of Park Facilities Fees	4,895	7,000	3,500	(3,500)	2,975	(525)
Summer Program Receipts	2,825	6,000	1,800	(4,200)	1,530	(270)
Recreation Football Program	1,305	10,000	8,000	(2,000)	6,800	(1,200)
Pool Facility Revenue	207	-	-	-	-	-
Code Enforcement Late Fees	4,929	5,000	3,000	(2,000)	2,550	(450)
Code Enforcement Inspection Fees	4,933	6,000	3,600	(2,400)	3,060	(540)
Code Enforcement Postage Fees	2,339	2,500	1,750	(750)	1,488	(263)
Code Enforcement Landlord/Tenant	25	-	-	-	-	-
Code Enforcement Release Fees	875	14,200	2,130	(12,070)	1,811	(320)
Code Enforcement Board Admin Fee	2,418	9,500	8,550	(950)	7,268	(1,283)
Qualifying Fees	-	-	-	-	-	-
Total Charges For Services	85,124	68,750	57,680	(11,070)	49,028	(8,652)
<u>Fines & Forfeitures</u>						
Court Fines - County	288,505	112,000	225,000	113,000	191,250	(33,750)
Local Ordinance Violations	182,343	140,000	84,000	(56,000)	71,400	(12,600)
Red Light Camera Fines	1,045,554	2,072,283	2,273,982	201,699	2,273,982	-
Lien Search & Release Charges	53,611	25,000	36,000	11,000	30,600	(5,400)
Total Fines & Forfeitures	1,570,013	2,349,283	2,618,982	269,699	2,567,232	(51,750)
<u>Other</u>						
County School Program Police	70,176	70,000	70,000	-	59,500	(10,500)
School Crossing Guard Program	32,487	10,000	8,000	(2,000)	6,800	(1,200)
Police A/R & O/R	20,090	10,523	10,523	-	8,945	(1,578)
Off-Duty Revenue	65,645	78,725	47,235	(31,490)	40,150	(7,085)
Returned Checks	(1,501)	-	-	-	-	-
Returned Check Penalties	100	-	250	250	213	(38)
Lease & Rental Income	-	-	7,600	7,600	2,400	(5,200)
Sale Of Fixed Assets	10,145	-	-	-	-	-
Workers Compensation	-	-	2,500	2,500	2,125	(375)
Other Miscellaneous Revenue	20,384	50,000	12,500	(37,500)	10,625	(1,875)
Lost Fixed Assets Insurance Reimbur	43,882	50,000	10,000	(40,000)	8,500	(1,500)
Cost Reimbursements	27,590	-	10,000	10,000	8,500	(1,500)
Witness Fees	164	-	100	100	85	(15)
Total Other	289,162	269,248	178,708	(90,540)	147,842	(30,866)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

General Fund - Funding

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Grants & Donations</u>						
2015DJBX1020 - JAG	31,403	-	-	-	-	-
Grants	200,455	-	-	-	-	-
Grant - DOJ	-	31,100	31,100	-	-	(31,100)
Total Grants & Donations	231,858	31,100	31,100	-	-	(31,100)
Total Revenue	13,116,370	16,232,130	15,962,677	(269,453)	15,789,810	(172,868)
<u>Transfer In</u>						
Vehicle Maint Fees	720,211	692,013	123,445	(568,568)	144,368	20,923
Admin Reimburse - Risk Mgmt	-	-	16,705	16,705	17,856	1,151
Admin Reimburse - IT Services	-	-	33,410	33,410	35,712	2,302
Admin Reimburse - Water & Sewer	-	-	333,266	333,266	356,226	22,960
Admin Reimburse - Stormwater	-	112,857	59,303	(53,554)	63,389	4,086
Admin Reimburse - Town Center	-	-	16,705	16,705	17,856	1,151
Admin Reimburse - CRA (Trans Out)	-	-	5,054	5,054	5,515	460
Budget Adjustment	-	9,821	-	(9,821)	-	-
Transfer In - CIP Debt Service	919,196	2,285,508	3,311,173	1,025,665	1,171,920	(2,139,253)
Total Transfer In	1,639,407	3,100,199	3,899,061	798,862	1,812,841	(2,086,221)
Total Funding	14,755,777	19,332,329	19,861,739	529,410	17,602,650	(2,259,088)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

General Fund Expenditure

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Expense						
Salaries	5,922,993	6,131,352	5,965,553	(165,799)	6,266,923	301,370
Benefits	2,052,625	2,317,760	2,170,451	(147,309)	2,384,996	214,545
Total Compensation	7,975,618	8,449,112	8,136,004	(313,108)	8,651,919	515,915
Operating Expense	2,330,565	3,238,797	2,926,825	(311,971)	2,827,099	(99,726)
Other Uses	337,238	2,461,883	1,499,428	(962,455)	1,497,428	(2,000)
Capital	499,298	314,453	314,471	18	91,900	(222,571)
Contingency	431,106	1,853,131	1,086,647	(766,484)	1,403,285	316,638
Total Expense Ex Transfer Out	11,573,825	16,317,376	13,963,375	(2,354,000)	14,471,631	508,256
Transfer Out	2,562,010	3,014,953	3,245,529	230,576	3,131,019	(114,510)
Total Expense	14,135,835	19,332,329	17,208,904	(2,123,424)	17,602,650	393,746
Expense (By Division)						
Commission	180,547	212,652	120,941	(91,711)	124,681	3,740
CM - Executive	481,675	829,986	584,434	(245,552)	594,331	9,897
CM - Non-Dept	777,746	4,324,403	6,090,133	1,765,730	6,263,183	173,050
Clerk	378,399	460,654	387,455	(73,199)	380,408	(7,047)
Attorney	712,174	673,983	645,000	(28,983)	645,000	-
Finance	791,954	744,838	732,298	(12,540)	900,138	167,839
Human Resources	292,909	303,525	177,625	(125,901)	185,607	7,983
Planning & Community Dev	534,982	421,762	290,649	(131,113)	283,783	(6,566)
Building & Licenses	411,044	520,644	285,355	(235,289)	408,696	123,341
Parks & Recreation	540,252	999,512	651,652	(347,860)	564,066	(87,586)
Police	6,192,047	6,225,227	4,731,676	(1,493,551)	4,763,329	31,653
Code Enforcement	430,752	473,226	340,220	(133,006)	355,048	14,829
Public Works - Admin	314,399	299,179	307,808	8,630	333,067	25,259
Public Works - Bldg Maintenance	417,013	701,973	412,059	(289,914)	299,875	(112,184)
Public Works - Streets	910,356	1,304,762	815,953	(488,809)	684,288	(131,665)
Public Works - Trash	127,977	110,000	55,000	(55,000)	138,085	83,085
Public Works - Vehicle Maintenance	641,609	726,003	580,648	(145,355)	679,066	98,418
Total Expense	14,135,835	19,332,329	17,208,904	(2,123,424)	17,602,650	394,046

General Fund Divisions



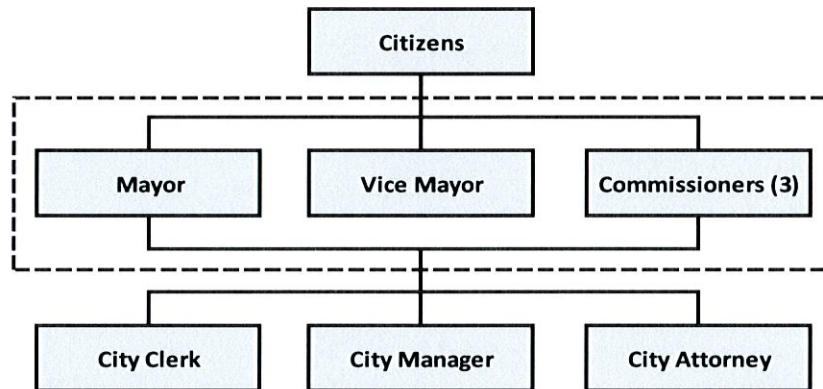
City Commission





CITY COMMISSION

Mission – Development of the goals and priorities through the budget and strategic plan process that provide continuous progress in making the City a better place to live, work and recreate and provides City services which address the broad needs of the highly diverse residential, commercial and institutional components of the community in an effective and respectful manner.



Goal – A safe, law abiding, affordable city with attractive residential neighborhoods, a thriving commercial area and a vital downtown which attracts residents and visitors for leisure and entertainment, enabled by a City government which provides excellent and responsive customer service in addressing the broad needs of a highly diverse community, including providing an excellent City infrastructure.



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Commissison

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Executive	35,750	33,000	33,000	-	33,000	-
Total Salaries	35,750	33,000	33,000	-	33,000	-
<u>Benefits</u>						
FICA	2,735	2,525	2,525	-	2,525	-
Retirement	11,463	13,860	13,860	-	13,111	(749)
Life And Health Insurance	40,524	38,307	59,763	21,456	65,045	5,282
Total Benefits	54,722	54,692	76,148	21,456	80,681	4,533
Total Compensation	90,472	87,692	109,148	21,456	113,681	4,533
<u>Operating Expense</u>						
Monthly Allowance - Mayor	-	1,200	200	(1,000)	300	100
Monthly Allowance - Commission	-	4,800	500	(4,300)	1,200	700
Recruiting	15,650	26,500	-	(26,500)	-	-
Travel	-	3,500	3,500	-	3,500	-
State Of The City	500	500	462	(38)	500	38
General Expenses	38	-	-	-	-	-
Office Supplies	5,076	1,000	500	(500)	500	-
Employee Training	-	5,000	5,000	-	5,000	-
Scholarship	2,000	-	-	-	-	-
Total Operating Expense	23,264	42,500	10,162	(32,338)	11,000	838
<u>Capital</u>						
Office Furniture & Equipment	-	1,631	1,631	-	-	(1,631)
Computer	-	1,369	-	(1,369)	-	-
Total Capital	-	3,000	1,631	(1,369)	-	(1,631)
Total Expense Ex Transfer Out	113,736	133,192	120,941	(12,251)	124,681	3,740
<u>Transfer Out</u>						
Information Tech Charges	18,677	29,479	-	(29,479)	-	-
Insurance Charges - Risk	20,020	20,020	-	(20,020)	-	-
Rental Expense - TCO	28,114	29,961	-	(29,961)	-	-
Total Transfer Out	66,811	79,460	-	(79,460)	-	-
Total Expense	180,547	212,652	120,941	(91,711)	124,681	3,740



City Commission - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Monthly Allowance - Mayor	Allowance to allow Mayor to expend 25 per month in addressing the needs of and communicating with the community and other City stake holders	300
Monthly Allowance - Commissioners	Allowance to allow Commissioners to expend 25 per month in addressing the needs of and communicating with the community and other City stake holders	1,200
Travel	Trips to Tallahassee and elsewhere as appropriate	3,500
State of the City	Decorations, food and beverages to celebrate the City's progress	500
Employee Training	Florida League of Cities / Other Commission training	5,000

City Manager



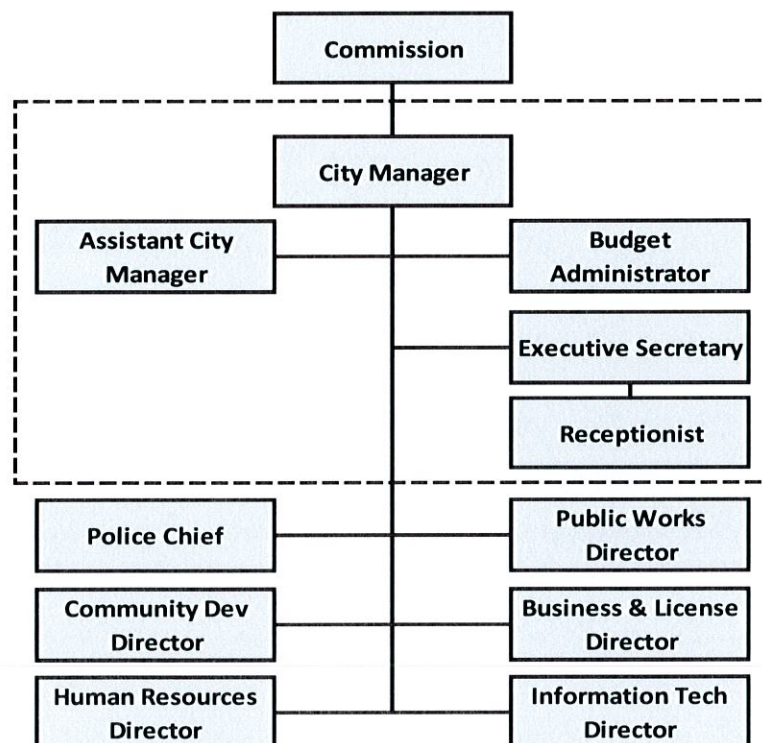


CITY MANAGER

Mission: The City Manager, as the administrative head of the City Government, provides the primary source of leadership and is responsible for the efficiency of all departments. The office of the City Manager is the liaison for administrative functions and the Commission.

The Office of the City Manager executes all City laws and ordinances, directs all City departments and participates in Commission meetings as an active, but non-voting, member. The City Manager makes recommendations to the City Commission to adopt measures which are necessary or urgent and performs other duties which are required by ordinances and resolutions of the City Commission. The City Manager develops programs to implement the policies and Strategic Plan established by the City Commission.

The mission of the City Manager's Office is to provide leadership to the City by empowering staff with all of the necessary support and resources needed to better serve the residents and business owners in the community.



Goal – Provide leadership to and develop a high performance City staff able to provide thoughtful, well-reasoned recommendations to the City Commission and to carry out the Commission's policies and direction in an effective and efficient manner to achieve Commission goals.



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

City Manager

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries - Executive	198,113	287,500	283,276	(4,224)	270,738	(12,538)
Salaries - Regular	102,361	159,760	164,601	4,841	167,131	2,530
Total Salaries	300,474	447,260	447,877	617	437,869	(10,008)
Benefits						
FICA	21,722	39,712	31,225	(8,487)	31,473	248
Retirement	25,043	92,671	63,772	(28,899)	73,241	9,469
Life And Health Insurance	29,311	48,458	27,560	(20,898)	37,237	9,677
Total Benefits	76,076	180,841	122,557	(58,284)	141,951	19,394
Total Compensation	376,550	628,101	570,434	(57,667)	579,820	9,386
Operating Expense						
Travel & Per Diem	2,466	6,784	6,500	(284)	3,000	(3,500)
Postage & Freight	393	500	500	-	500	-
Office Supplies	2,592	5,000	5,000	-	5,000	-
Pubs/Subscriptions/Memberships	-	-	-	-	6,011	6,011
Educational Costs	-	1,170	1,000	(170)	-	(1,000)
Total Operating Expense	5,451	13,454	13,000	(454)	14,511	1,511
Capital						
Furniture & Fixtures	-	2,000	1,000	(1,000)	-	(1,000)
Total Capital	-	2,000	1,000	(1,000)	-	(1,000)
Contingency						
Reserve	-	75,680	-	(75,680)	-	-
Total Contingency	-	75,680	-	(75,680)	-	-
Total Expense Ex Transfer Out	382,001	719,235	584,434	(134,801)	594,331	9,897
Transfer Out						
Information Tech Charges	10,456	16,503	-	(16,503)	-	-
Insurance Charges - Risk	49,307	49,307	-	(49,307)	-	-
Rental Expense - TCO	39,911	44,941	-	(44,941)	-	-
Total Transfer Out	99,674	110,751	-	(110,751)	-	-
Total Expense	481,675	829,986	584,434	(245,552)	594,331	9,897



City Manager - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Travel & Per Diem	Tallahassee travel	3,000
Postage & Freight	Miscellaneous	500
Office Supplies	Miscellaneous	5,000
Publications / Subscriptions / Memberships	Miami-Dade League of Cities	2,000
	Miami-Dade City & County Management	300
	International Association of Administrative Professionals	150
	Florida League of Cities	2,204
	International City/county Management Association	1,357
	Total	6,011

General Fund Non-Department





GENERAL FUND – NON-DEPARTMENT

Mission – This division is an administrative division used to record charges related to all General Fund divisions. Charges include public information services, rental storage space for City records, General Fund employees receiving payment for excessive accumulated earned leave time, payments related to red light camera services, General Fund contingency to offset revenue shortfalls and/or unexpected significant expenditures and transfers to other funds for services received by the General Fund.

Goal – N/A – This is an administrative division with very limited operational responsibilities

Current Year Accomplishments – N/A – This is an administrative division with very limited operational responsibilities

FY 21 Objectives – N/A – This is an administrative division with very limited operational responsibilities

Measurements – N/A – This is an administrative division with very limited operational responsibilities



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Non-Department

	FY 19	FY 20			FY 21	
Account Title	Actual (Uaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Total Compensation	-	-	-	-	-	-
<u>Operating Expense</u>						
Other Professional Services	9,109	291,057	271,057	(20,000)	50,000	(221,057)
Other Contracted Services	43,842	-	-	-	-	-
Electric Gas Water	257,498	267,000	255,000	(12,000)	145,000	(110,000)
Rentals & Leases	42,166	33,800	37,551	3,751	36,451	(1,100)
General Expenses	525	-	-	-	-	-
Pubs/Subscriptions/Memberships	4,354	5,861	6,011	150	-	(6,011)
Educational Costs	375	1,200	-	(1,200)	-	-
Total Operating Expense	357,869	598,918	569,619	(29,299)	231,451	(338,168)
<u>Other Uses</u>						
Contingencies	2,308	29,500	29,500	-	-	(29,500)
General Fund Reserve	-	253,943	246,057	(7,886)	-	(246,057)
Sick Annual Leave Reserve	49,184	100,000	50,000	(50,000)	50,000	-
Working Capital Reserve	-	500,000	500,000	-	-	(500,000)
State -RLC Fees - Current Year	285,516	1,121,483	1,060,028	(61,455)	1,060,028	-
State -RLC Fees - Prior Years	-	830,000	-	(830,000)	-	-
Red Light Camera Service (ATS)	-	386,400	386,400	-	386,400	-
Tax Payments	2,538	24,000	3,000	(21,000)	1,000	(2,000)
Total Other Uses	339,546	3,245,326	2,274,985	(970,341)	1,497,428	(777,557)
<u>Capital</u>						
Office Furnishing & Equipment	361	-	-	-	-	-
Total Capital	361	-	-	-	-	-
<u>Contingency</u>						
Contingency	-	-	-	-	1,403,285	1,403,285
General Government Reserve	-	7,800	-	(7,800)	-	-
Encumbrance Reserve	-	50,000	-	(50,000)	-	-
Total Contingency	-	57,800	-	(57,800)	1,403,285	1,403,285
Total Expense Ex Transfer Out	697,776	3,902,044	2,844,604	(1,057,440)	3,132,164	287,560
<u>Transfer Out</u>						
Information Tech Charges	37,846	80,235	592,940	512,705	587,591	(5,349)
Internal Svc. Charges - Risk Managem	42,124	42,124	1,958,661	1,916,537	2,138,214	179,553
Transfer Out - Safe Neigh CIP	-	300,000	339,805	39,805	-	(339,805)
Transfer Out - Town Center	-	-	354,123	354,123	405,214	51,091
Total Transfer Out	79,970	422,359	3,245,529	2,823,170	3,131,019	(114,510)
Total Expense	777,746	4,324,403	6,090,133	1,765,730	6,263,183	173,050



Non-Department - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Public Information Services	50,000
Electric, Gas & Water	Electricity – Street light electricity previously reported in this division reported in Roads & Streets in FY 21	140,000
	Water	5,000
	Total	145,000
Rentals & Leases	Copier	6,499
	Parking Lot (Adjacent To Sherbondy Village Community Center)	6,000
	Storage Units	23,952
	Total	36,451
Sick / Annual Leave Reserve	Pay-Out for excess unused leave time	50,000
Red Light Camera Fees To State – Current Year	Portion of current red light camera fees received from red light camera service provider to be forwarded to the State	1,060,028
Red Light Camera Fees To State – Prior Years	Prior year red light camera fees previously received from red light camera service provider to be paid in FY 21	–
Red Light Camera Fees – To Service Provider	Red light camera service provider fees (\$8,000 per unit, four units and \$200 per month in follow-up fees)	386,400
Tax Payments	Fire Hydrant Assessment Fees	1,000
Contingency	\$1,000,000 Required by Code of Ordinances, Section 19.6-1, for use for major additional expense or revenue shortfall. Amount increased due to uncertainty of General Fund revenue	1,403,285
Information Tech Charges	General Fund payment to the Information Technology Internal Services fund for services provided.	587,591
Risk Management Charges	General Fund payment to the Risk Management Internal Services fund for services provided.	2,138,214
Rental Expense	Occupancy charges for use of Town Center	405,214

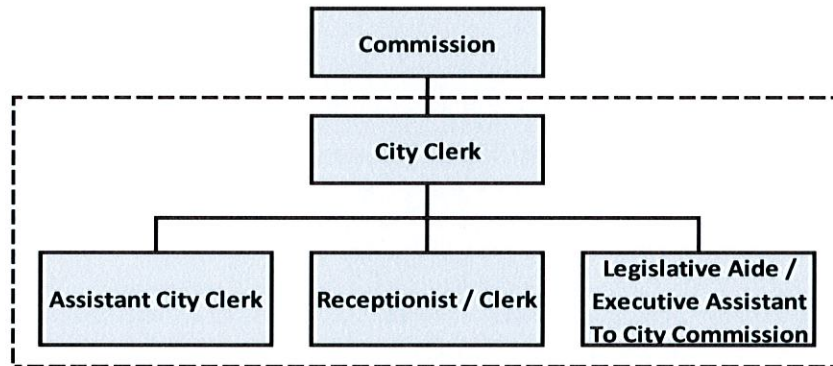
City Clerk





CITY CLERK

Mission – The mission of the City Clerk’s Office is to assist the City Commission in accomplishing the legislative process while providing quality customer service and performing administrative functions for the residents, staff, and constituents in an efficient, courteous, and professional manner.



Goal – To provide accurate information and maximize access to municipal government.

Current Year Accomplishments

- Updated the City Clerk’s webpage to continue to promote transparency and easy access to public records
- Monitored and/or processed the responses to public records request ensuring compliance with the State’s public records laws
- Drafted policies for Public Records, Retention and Disposition, Commission Meeting Minutes and Lobbyist Registration
- City Clerk and staff attended training for professional development
- Monitor changes in laws and regulations (public records, elections, and legal notices)
- Implementation of the Granicus Peak Agenda Management Software allowing for the distribution and access to paperless agendas via the City’s website
- Efficiently prepare all public meeting agendas, minutes, and legal advertising
- Coordinate/attend 40+ commission meetings, workshops, and special meetings
- Preparation and administration of department budget

FY 21 Objectives

- Administer a records management program for the City of Opa-locka
- Provide access to the City’s official records and legislative documents in as many different mediums as possible
- Utilize technology and best business practices in effective service delivery
- Expand the services and options available to the public through the City Clerk’s webpage



Measurements

- Meeting minutes available to the public on the City's website within 30 days from the conclusion of the meeting – Target = 99%
- Regular Commission meeting agenda packets delivered to City Commission at least 3 days before the meeting – Target = 100%
- Resolutions/ordinances posted online within 30 days of final Commission action – Target = 100%



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

City Clerk

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries Executive	76,500	76,500	77,089	589	76,794	(295)
Salaries - Regular	106,202	137,714	138,773	1,059	138,245	(528)
Total Salaries	182,702	214,214	215,862	1,648	215,039	(823)
<u>Benefits</u>						
FICA	13,630	16,387	16,515	128	16,451	(64)
Retirement	27,564	31,103	31,342	239	34,782	3,439
Life And Health Insurance	20,610	21,530	30,231	8,701	33,014	2,784
Total Benefits	61,804	69,020	78,088	9,068	84,247	6,159
Total Compensation	244,506	283,234	293,950	10,716	299,286	5,336
<u>Operating Expense</u>						
Other Professional Services	8,494	25,538	23,653	(1,885)	16,000	(7,653)
Postage & Freight	523	3,000	750	(2,250)	1,000	250
Rentals & Leases	8,390	12,000	8,472	(3,528)	8,472	-
Legal Advertising	39,330	45,000	45,000	-	45,000	-
Office Supplies	3,013	5,000	5,000	-	5,000	-
Software Licensing	9,025	10,000	7,500	(2,500)	-	(7,500)
Pubs/Subscriptions/Memberships	425	600	630	30	650	20
Education	2,275	2,000	-	(2,000)	2,500	2,500
Total Operating Expense	71,475	103,138	91,005	(12,133)	78,622	(12,383)
<u>Capital</u>						
Computer Equipment	962	2,000	2,500	500	2,500	-
Total Capital	962	2,000	2,500	500	2,500	-
<u>Contingency</u>						
City Clerk Reserve	-	2,000	-	(2,000)	-	-
Total Contingency	-	2,000	-	(2,000)	-	-
Total Expense Ex Transfer Out	316,943	390,372	387,455	(2,917)	380,408	(7,047)
<u>Transfer Out</u>						
Information Tech Charges	10,780	16,990	-	(16,990)	-	-
Insurance Charges - Risk	23,165	23,165	-	(23,165)	-	-
Rental Expense - TCO	22,980	26,216	-	(26,216)	-	-
Vehicle Service Charges	4,531	3,911	-	(3,911)	-	-
Total Transfer Out	61,456	70,282	-	(70,282)	-	-
Total Expense	378,399	460,654	387,455	(73,199)	380,408	(7,047)



City Clerk - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Ordinance Codification	5,000
	County Recording Fees	1,000
	County Election Services Fees	10,000
	Total	16,000
Postage & Freight	Miscellaneous	1,000
Rentals & Leases	Copier	6,312
	Postage Machine	2,160
	Total	8,472
Legal Advertising	Statutory advertising	45,000
Office Supplies	Miscellaneous	5,000
Pubs / Subs / Memberships	International Institute of Municipal Clerks	400
	Miami-Dade Municipal Clerk Association	100
	Florida Association of Municipal Clerks	150
	Total	650
Education Costs	Florida Association of Clerks – Fall Academy (2)	2,500
Computer Cost	Computers (2)	2,500

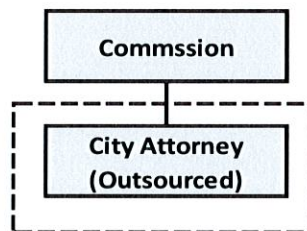
City Attorney





CITY ATTORNEY

Mission – To provide legal guidance to the City Commission and City Manager on all issues having legal implications, both prospectively and retroactively. Prepares all resolutions and ordinances, ensuring legal correctness. Reviews all contracts for adherence to procurement requirements and equitableness of terms. Represents the City in all litigation. Participates in all public hearings and union negotiations. Provides legal guidance as issues arise.





**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

City Attorney

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Total Compensation	-	-	-	-	-	-
<u>Operating Expense</u>						
Other Professional Services	-	200,000	200,000	-	400,000	200,000
City Attorney Fees	-	-	-	-	192,000	192,000
Settlement Fees	-	-	-	-	53,000	53,000
Other Contracted Services	266,481	204,000	195,000	(9,000)	-	(195,000)
Total Operating Expense	266,481	404,000	395,000	(9,000)	645,000	250,000
<u>Contingency</u>						
Contingencies	428,798	250,000	250,000	-	-	(250,000)
Total Contingency	428,798	250,000	250,000	-	-	(250,000)
Total Expense Ex Transfer Out	695,279	654,000	645,000	(9,000)	645,000	-
<u>Transfer Out</u>						
Information Tech Charges	3,170	5,003	-	(5,003)	-	-
Rental Expense - TCO	13,725	14,980	-	(14,980)	-	-
Total Transfer Out	16,895	19,983	-	(19,983)	-	-
Total Expense	712,174	673,983	645,000	(28,983)	645,000	-



City Attorney - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Legal services other than the City Attorney retainer	408,000
City Attorney Fees	City Attorney contractual base fee	192,000
Settlement Fees	Fees for potential settlements	53,000

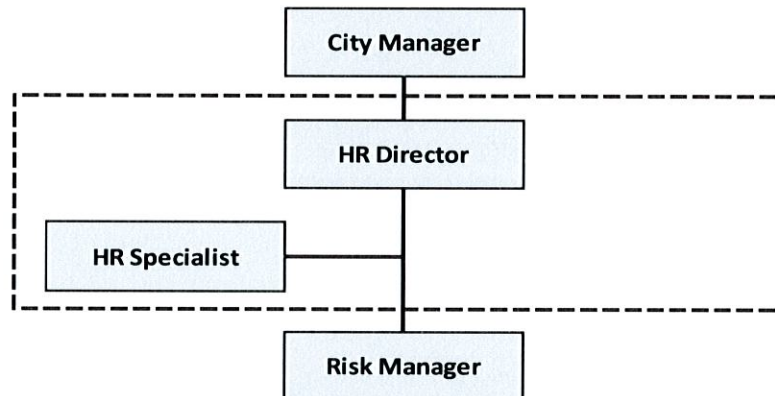
Human Resources





HUMAN RESOURCES

Mission - Support the goals and vision of the City of Opa-locka by providing services that promote a work environment that is characterized by fair treatment of staff, innovation, personal accountability, trust and mutual respect to enhance the services provided to the residents of Opa-locka.



Goal – A workplace that results in the successful recruitment, employment and retention of a diverse, well-qualified, motivated, engaged, fairly compensated, service-oriented workforce to serve the community.

Current Year Accomplishments

- Hosted mandatory ethics training for all City employees
- Revision of Employee Administrative Policies and Procedures Manual
- Implemented plan to ensure that going forward employees don't have more accrued leave than permissible by City policy.
- Updated employee pay plan (Draft)
- Wellness program to motivate healthy living
- Updated All Job Descriptions

FY 21 Objectives

- Maintain productivity with workforce and strategic planning through quarterly training with department directors to help clearly establish departmental goals
- Ensure completion of employee annual evaluations and assess progress in reaching established department goals. Semi-annual assessment will be completed by HR, including assistance with employee performance improvement plans and implementation
- Increasing employee engagement and improve morale by advocating for fair compensation and providing recognition programs and incentives. Encourage professional development and promotional opportunities for employee advancement.
- Develop program to enhance proficiency in performance evaluation and discipline.



Measurements

- Employee turnover – Target – 10%
- Time to fill positions from posting – Target = 45 days
- Conduct quarterly employee development program – Target = Yes
- Evaluations more than 30 days late – Target = 15



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Human Resources

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Executive	69,300	69,300	69,833	533	69,566	(267)
Salaries - Regular	57,394	73,958	31,440	(42,518)	31,320	(120)
Salaries - Overtime	19	-	-	-	-	-
Total Salaries	126,713	143,258	101,273	(41,985)	100,886	(387)
<u>Benefits</u>						
FICA	9,370	11,189	7,748	(3,441)	7,718	(30)
Retirement	8,610	12,388	8,578	(3,810)	10,089	1,511
Life And Health Insurance	14,259	15,125	13,482	(1,643)	14,763	1,282
Total Benefits	32,239	38,702	29,807	(8,895)	32,570	2,763
Total Compensation	158,952	181,960	131,080	(50,880)	133,456	2,376
<u>Operating Expense</u>						
Employee Physicals	15,346	10,000	5,000	(5,000)	5,000	-
Other Contracted Services	48,611	25,800	23,893	(1,907)	23,000	(893)
Employee Recognition	150	1,200	500	(700)	1,200	700
Postage	258	150	200	50	200	-
Rentals & Leases	11,581	13,500	11,394	(2,106)	11,394	-
Office Supplies	1,391	1,500	1,500	-	2,300	800
Pubs/Subs/Membership	1,535	5,000	3,057	(1,943)	1,557	(1,500)
Employee Training	-	5,000	-	(5,000)	5,000	5,000
Advertising	1,950	1,750	1,000	(750)	2,500	1,500
Total Operating Expense	80,822	63,900	46,544	(17,356)	52,151	5,607
<u>Capital</u>						
Computer	2,250	3,000	-	(3,000)	-	-
Total Capital	2,250	3,000	-	(3,000)	-	-
<u>Contingency</u>						
HR Reserve	-	1,750	-	(1,750)	-	-
Total Contingency	-	1,750	-	(1,750)	-	-
Total Expense Ex Transfer Out	242,024	250,610	177,625	(72,986)	185,607	7,983
<u>Transfer Out</u>						
Information Tech Charges	2,799	4,418	-	(4,418)	-	-
Insurance Charges - Risk	22,281	22,281	-	(22,281)	-	-
Rental Expense - TCO	25,805	26,216	-	(26,216)	-	-
Total Transfer Out	50,885	52,915	-	(52,915)	-	-
Total Expense	292,909	303,525	177,625	(125,901)	185,607	7,983



Human Resources - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Employee Physicals	10 Regular Employee Physicals @ \$45 Per Physical	450
	7 Police Physicals @ \$250 Per Physical	1,750
	Other	2,800
	Total	5,000
Other Contracted Services	Temp Services	2,000
	ADP Payroll Services	20,000
	Background Checks	500
	Employment Verification	500
	Total	23,000
Employee Recognition	Two \$50 Prizes Per Month	1,200
Postage	Miscellaneous	200
Rentals & Leases	Copier	2,244
	Time Clock	9,150
	Total	11,394
Office Supplies	Miscellaneous	2,300
Pubs / Subs / Memberships	National Seminars Training – Membership provides access to training	900
	Society for Human Resource Management	657
	Total	1,557
Employee Training	TBD	5,000
Advertising	Govjobs.com	1,500
	Other	1,000
	Total	2,500

Requested Positions Not In Budget	Duties	Potential Cost (\$)
HR Administrator		50,000

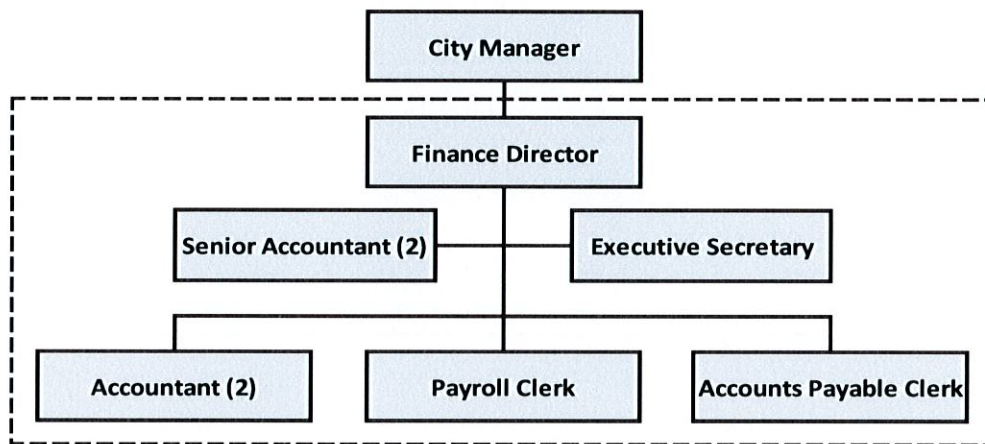
Finance





Finance

Mission: The Finance Department's mission is to provide competent and comprehensive financial services for the City Administration to enable all departments to work in the best interest of the community. The Department manages the City's public funds and financial resources in the most cost-effective and efficient manner. The Department is responsible for accounts payable, accounts receivable, general ledger, cash management, and providing debt information to the public, decision makers and to City management. The department is also responsible for the preparation of routine accounting reports as well as preparing the City's annual financial statement. The Department is also responsible for safeguarding the City's assets through appropriate controls.



Goal: To provide a very high standard of accountability and transparent comprehensive financial services to City staff, the public, bond rating and governmental agencies while safeguarding the City's financial assets and physical assets through appropriate controls.

Current Year Accomplishments:

1. Continued progress on completing past audits with completion of the FY 18 City audit.
2. Completed FY 15 – FY 17 transportation-related audits which released \$901,927 from County
3. Completed close out of EPA grant, providing City with \$214,788
4. Upgraded staff skills with training, focused assignments and monitoring of performance
5. Increased staff capability with hiring of two accountants
6. Participated in search for and hiring of a Budget Administrator



FY 21 Objectives

1. FY 19 & FY 20 City audits completed by June, 2021
2. Bring Finance Department to full strength by hiring a Finance Director, and filling two other open positions
3. Continue staff development
4. Develop satisfactory responses to all finance-related Operational Audit items to ensure satisfactory evaluation in State's follow-up audit at the start of FY 21.
5. Implement a suite of strong policies and procedures in response to the Operational Audit and other sources to institutionalize a framework for ensuring satisfactory department performance.
6. Research, identify and implement financial best practices
7. Develop an internal audit process

Measurements

1. Preparation and delivery of monthly revenue and expenditure reports by the 15th of each month – Target = 100%
2. Timely preparation of monthly bank reconciliations by the 10th of each month – Target = 100%
3. At least one Accountant to attend FGFOA School of Governmental Finance



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Finance

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Executive	47,095	22,500	-	(22,500)	115,442	115,442
Salaries - Regular	288,003	289,101	281,778	(7,323)	382,467	100,689
Total Salaries	335,098	311,601	281,778	(29,823)	497,909	216,131
<u>Benefits</u>						
FICA	25,038	24,635	21,555	(3,080)	38,090	16,535
Retirement	28,127	27,133	23,867	(3,266)	49,791	25,924
Life And Health Insurance	31,788	32,302	28,067	(4,235)	54,548	26,481
Total Benefits	84,953	84,070	73,489	(10,581)	142,429	68,940
Total Compensation	420,051	395,671	355,267	(40,404)	640,338	285,071
<u>Operating Expense</u>						
Other Professional Services	-	7,500	6,000	(1,500)	157,500	151,500
Accounting & Auditing	40,242	62,500	62,500	-	50,000	(12,500)
Other Contracted Services	222,878	160,000	290,000	130,000	-	(290,000)
Postage	1,362	2,000	2,000	-	2,000	-
Rentals & Leases	16,472	5,000	4,000	(1,000)	5,000	1,000
Office Supplies	4,170	4,100	4,072	(28)	5,000	928
Operating Expense	1,604	4,000	3,800	(200)	4,000	200
Software Licensing	-	1,309	2,000	691	20,000	18,000
Pubs/Subs/Memberships	50	-	300	300	1,500	1,200
Training	-	2,000	2,360	360	10,000	7,640
Total Operating Expense	286,778	248,409	377,032	128,623	255,000	(122,032)
<u>Capital</u>						
Computer Equipment	-	-	-	-	4,800	4,800
Total Capital	-	-	-	-	4,800	4,800
Total Expense Ex Transfer Out	706,829	644,080	732,298	88,218	900,138	167,839
<u>Transfer Out</u>						
Information Tech Charges	16,543	25,985	-	(25,985)	-	-
Insurance Charges - Risk	24,932	26,087	-	(26,087)	-	-
Rental Expense - TCO	43,650	48,686	-	(48,686)	-	-
Total Transfer Out	85,125	100,758	-	(100,758)	-	-
Total Expense	791,954	744,838	732,298	(12,540)	900,138	167,839



Finance - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Financial Consultants -60% of total with other 40% to Water-Sewer Fund. Assumes Finance Director on board as of October 1, 2020	150,000
	Florida League of City – Other Post-Employment Benefits (OPEB) analysis	7,500
	Total	157,500
Accounting & Auditing	Auditing services – Two Audits – 57% To General Fund	50,000
Postage	Miscellaneous	2,000
Rental & Leases	Copier	5,000
Office Supplies	Standard office supplies	5,000
Operating Expense	Bank charges, returned checks	4,000
Software Licensing	CAFR preparation software	8,000
	TBD	12,000
	Total	20,000
Pubs/Subs/Memberships	FGFOA membership	350
	FLCPA (Finance Director)	200
	IACPA (Finance Director)	200
	Other	750
	Total	1,500
Training	GFOA training material (7)	2,000
	Payroll training	500
	FGFOA school of accounting (7) (Online)	3,500
	Other	4,000
	Total	10,000
Computer Hardware	Desk Tops (4)	4,800

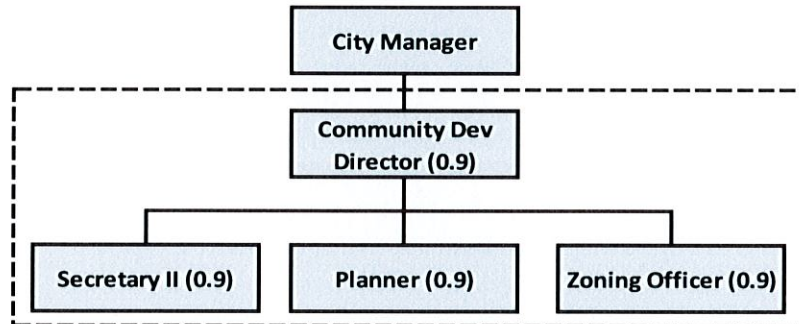
Community Development





COMMUNITY DEVELOPMENT

Mission – Establishing the direction of all growth, development and redevelopment programs within the City, including ensuring that all development conforms to these guidelines and that programs are implemented to encourage further development within the City.



Goal – A City of attractive and peaceful residential neighborhoods, a thriving commercial district and a downtown area that attracts residents and others for entertainment and leisure.

Current Year Accomplishments

- Upgraded the signage code
- Upgraded street peddler and mobile vendor application and review process
- Approval of six site plans with two projects under construction

FY 21 Objectives

- Completion of codification of new comprehensive plan and zoning code to facilitate access to this information for anyone interested in undertaking development in the City
- Develop project site pro formas to evaluate possible future property tax base implications.
- Focus on promoting logistical support development in concert with Amazon development.
- Preparation of the Evaluation and Appraisal Report (EAR), part of the City's Comprehensive Plan process, for delivery in FY 22
- Develop economic incentives for business development expansion and retention and mixed-use development opportunities for elderly, veterans and persons in need of affordable housing.
- Reduction of upfront development fees to incentivize development
- Reduction of parking requirements to incentivize development
- Reconstitution of the Historic and Environmental Preservation Board
- Completion of Community Development Policies and Procedures Manual



Measurements

- Review and approval of new development projects – Target = 6 months
- Review and approval of unit title request for approved development projects – Target = 3 months
- Review and approval of rezoning and land use for approved development projects – Target = 8 months
- Reconstitute Historic and Environmental Preservation Board – Target = Yes
- Complete Community Development Policies and Procedures Manual – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Community Development

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Executive	79,252	76,950	77,542	592	77,246	(296)
Salaries - Regular	121,836	124,551	125,509	958	125,030	(479)
Salaries - Overtime	155	1,000	1,000	-	1,000	-
Total Salaries	201,243	202,501	204,051	1,550	203,276	(775)
<u>Benefits</u>						
FICA	14,340	15,415	15,610	195	15,552	(58)
Retirement	17,340	17,067	17,283	216	20,328	3,044
Life And Health Insurance	33,064	33,023	27,368	(5,655)	29,978	2,610
Total Benefits	64,744	65,505	60,261	(5,244)	65,858	5,597
Total Compensation	265,987	268,006	264,312	(3,694)	269,134	4,822
<u>Operating Expense</u>						
Other Professional Services	-	15,538	15,538	-	2,500	(13,038)
Travel & Per Diem	-	1,000	-	(1,000)	-	-
Rentals & Leases	5,362	3,560	5,199	1,639	4,399	(800)
Printing And Binding	57	1,000	1,000	-	1,000	-
Office Supplies And Expense	879	1,000	1,300	300	1,000	-
Advertisements	-	5,000	3,000	(2,000)	5,000	2,000
Pubs/Subscriptions/Memberships	-	3,600	300	(3,300)	750	450
Education	-	5,000	-	(5,000)	-	-
Total Operating Expense	6,298	35,698	26,337	(9,361)	14,649	(11,388)
<u>Capital</u>						
Machinery/Equipment	2,684	-	-	-	-	-
Brownsfield Project Expense	200,456	-	-	-	-	-
Computer	4,158	5,000	-	(5,000)	-	-
Total Capital	207,298	5,000	-	(5,000)	-	-
<u>Contingency</u>						
Community Development Reserve	-	51,283	-	(51,283)	-	-
Total Contingency	-	51,283	-	(51,283)	-	-
Total Expense Ex Transfer Out	479,583	359,987	290,649	(69,338)	283,783	(6,566)
<u>Transfer Out</u>						
Information Tech Charges	7,185	11,341	-	(11,341)	-	-
Insurance Charges - Risk	27,798	27,798	-	(27,798)	-	-
Rental Expense - TCO	15,885	18,725	-	(18,725)	-	-
Vehicle Service Charges	4,531	3,911	-	(3,911)	-	-
Total Transfer Out	55,399	61,775	-	(61,775)	-	-
Total Expense	534,982	421,762	290,649	(131,113)	283,783	(6,566)



Community Development - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Development Agreement Recording / Other	2,500
Rentals & Leases	Copier Machine	4,399
Printing and Binding	Zoning Maps, New Master Plan	1,000
Office Supplies	Miscellaneous	1,000
Advertisements	Development Agreement Advertising	5,000
Pubs / Subscriptions / Memberships	American Institute of Architects	275
	American Planning Association	120
	Other	355
	Total	750

Requested Positions Not In Budget	Duties	Potential Cost (\$)
Economic Planer (0.5)		30,000

Police Total Department





**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Police Dept - Total

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Compensation</u>						
Salaries	3,287,750	3,256,044	3,143,936	(112,108)	3,132,542	(11,394)
Benefits	1,252,720	1,350,734	1,299,030	(51,704)	1,308,544	9,513
Total Compensation	4,540,470	4,606,778	4,442,966	(163,812)	4,441,086	(1,881)
Operating Expense	168,485	221,690	174,519	(47,171)	322,243	147,724
Capital	234,314	54,600	53,100	(1,500)	-	(53,100)
Contingency	-	61,090	61,090	-	-	(61,090)
Total Expense Ex Transfer Out	4,943,269	4,944,158	4,731,676	(212,482)	4,763,329	31,653
Transfer Out	1,248,778	1,281,069	-	(1,281,069)	-	-
Total Expense	6,192,047	6,225,227	4,731,676	(1,493,551)	4,763,329	31,653
<u>Divisions</u>						
Chief	317,761	427,646	346,748	(80,898)	348,652	1,904
Administration	702,091	772,358	549,687	(222,671)	567,179	17,492
Criminal Investigation	593,091	710,074	531,158	(178,916)	451,287	(79,871)
Patrol	4,579,104	4,315,149	3,304,083	(1,011,066)	3,396,212	92,129
Total Expense	6,192,047	6,225,227	4,731,676	(1,493,551)	4,763,329	31,653

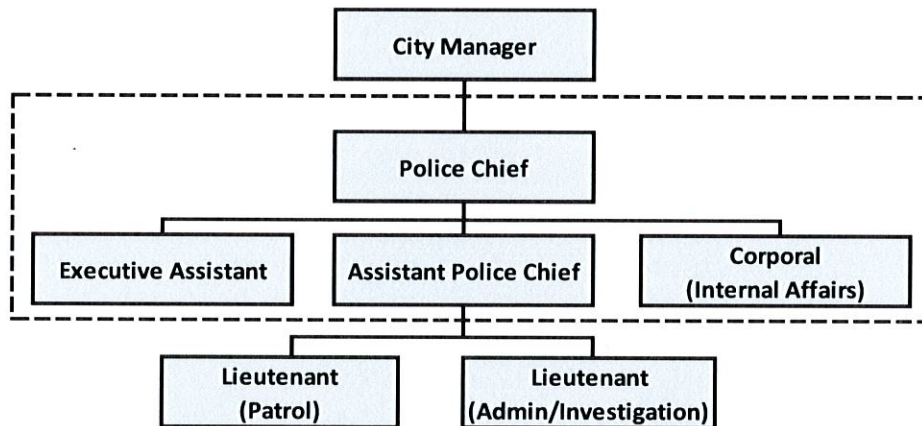
Police Chief





POLICE - CHIEF

Mission – Provide overall leadership and supervision of the City’s Police Department to maximize community safety, tranquility and adherence to and respect for the laws of the City



Goal – Provide a cost-effective, well-organized, well-trained, motivated and engaged department to create a peaceful, safe and law-abiding community reflecting mutual respect and cooperation between the community and the department.

Current Year Accomplishments

- Implement audit findings, including more conducting more staff meetings and improving internal communications.
- Extensive training, including Use of Force, De-escalation, firearms and non-lethal weapons training
- Policy & procedure manual completed
- Completed negotiations to begin to upgrade old and costly to operate Police vehicle fleet.

FY 21 Objectives

- Implement audit recommendations (communication improvement, property and evidence storage physical reorganization, improved communications with frontline personnel)
- Increased community outreach
- Implement annual third party audit to assess progress
- Reduction of officer complaints
- Additionally, see FY 21 objectives in Administration, CID and Patrol divisions

Measurements

- Implementation of annual third party audits – Target = Yes
- Reduced officer complaints – Target = 3
- Additional measurements in Administration, CID and Patrol divisions



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Police - Chief

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries Executive	160,940	204,000	205,569	1,569	204,784	(785)
Salaries Regular	46,340	46,340	46,697	357	46,518	(179)
Total Salaries	207,280	250,340	252,266	1,926	251,302	(964)
<u>Benefits</u>						
FICA	13,964	19,151	19,297	146	19,224	(73)
Retirement	3,850	55,904	56,334	430	54,721	(1,613)
Life And Health Insurance	15,219	16,503	17,231	728	18,784	1,553
Total Benefits	33,033	91,558	92,862	1,304	92,730	(132)
Total Compensation	240,313	341,898	345,128	3,230	344,032	(1,096)
<u>Operating Expense</u>						
Clothing & Uniform Expense	450	900	900	-	900	-
Pubs/Subs/Memberships	-	720	720	-	720	-
Educational Costs	-	-	-	-	3,000	3,000
Total Operating Expense	450	1,620	1,620	-	4,620	3,000
Total Expense Ex Transfer Out	240,763	343,518	346,748	3,230	348,652	1,904
<u>Transfer Out</u>						
Information Tech Charges	7,569	11,947	-	(11,947)	-	-
Insurance Charges - Risk	23,165	23,165	-	(23,165)	-	-
Rental Expense - TCO	37,203	41,196	-	(41,196)	-	-
Vehicle Service Charges	9,061	7,820	-	(7,820)	-	-
Total Transfer Out	76,998	84,128	-	(84,128)	-	-
Total Expense	317,761	427,646	346,748	(80,898)	348,652	1,904



FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET

Police - Chief - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Clothing & Uniform Expense	Clothing allowance	900
Pubs / Subs / Memberships	FBI National Academy	120
	National Organization of Black Law Enforcement	150
	International Association of Chief of Police	150
	Miami-Dade Chiefs Association	300
	Total	720
Educational Costs	Executive level training and seminars	3,000

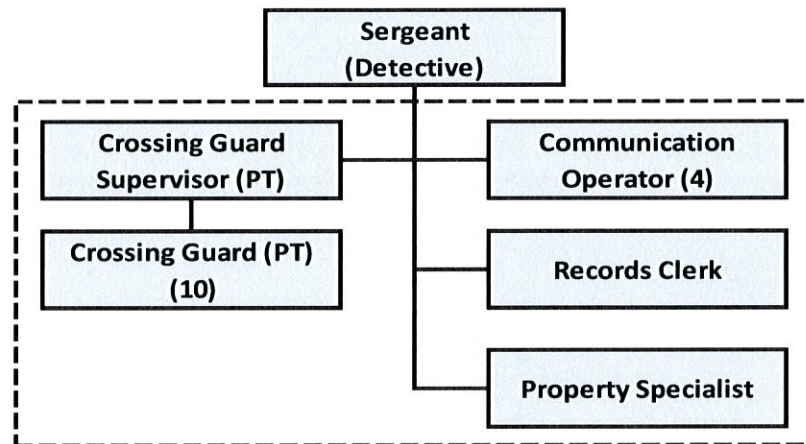
Police Administration





POLICE - ADMINISTRATION

Mission – Oversee the daily internal operation of the Police Department, including managing ancillary activities which include dispatch communications, school guards, property and evidence management, and records management.



Goal – Satisfy all administrative requirements of the Police Department in a very timely manner, maximizing the use of cost-effective technology to enhance responsiveness.

Current Year Accomplishments

- Completed audit of property storage and security and implementation of the audit findings to ensure that property and evidence area is organized to enhance access and accountability.
- Work schedules rearranged to minimize overtime
- Payroll process revamped to streamline and enhance communications with Finance

FY 21 Objectives

- Establish an audit process and utilize the resultant findings to enhance department efficiency and effectiveness.
- Streamline processes by defining unambiguous chains of command
- Implement bar-code based software to enhance the tracking and storage of evidence

Measurements

- Crossing site coverage – Target = 100%
- Record request same day completion – Target = 90%
- Implement evidence bar-code based software – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Police - Administration

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries - Regular	124,030	173,701	169,521	(4,180)	212,974	43,453
Salaries - Part Time	102,359	165,954	102,108	(63,846)	101,714	(394)
Salaries - Overtime	10,251	1,000	1,000	-	1,000	-
Total Salaries	236,640	340,655	272,629	(68,026)	315,688	43,059
Benefits						
FICA	17,759	25,983	20,856	(5,127)	24,156	3,300
Retirement	36,755	28,770	23,092	(5,678)	31,569	8,477
Life And Health Insurance	20,064	26,473	26,111	(362)	35,633	9,522
Total Benefits	74,578	81,226	70,058	(11,168)	91,358	21,299
Total Compensation	311,218	421,881	342,687	(79,194)	407,046	64,358
Operating Expense						
Other Professional Services	2,359	1,600	1,600	-	1,600	-
Other Contracted Services	9,983	10,000	5,012	(4,988)	5,012	-
Rentals & Leases	9,225	15,280	10,000	(5,280)	10,180	180
Office Supplies	6,476	8,000	8,000	-	8,000	-
Operating Expense	1,200	5,000	456	(4,544)	-	(456)
Clothing & Uniform Expense	600	3,400	1,500	(1,900)	1,500	-
Software Maintenance	65,805	103,400	99,341	(4,059)	128,841	29,500
Educational Costs	-	-	-	-	5,000	5,000
Total Operating Expense	95,648	146,680	125,909	(20,771)	160,133	34,224
Capital						
Computer Equipment	185,130	20,000	20,000	-	-	(20,000)
Total Capital	185,130	20,000	20,000	-	-	(20,000)
Contingency						
Police Admin Reserve	-	61,090	61,090	-	-	(61,090)
Total Contingency	-	61,090	61,090	-	-	(61,090)
Total Expense Ex Transfer Out	591,996	649,651	549,687	(99,964)	567,179	17,492
Transfer Out						
Information Tech Charges	35,323	42,387	-	(42,387)	-	-
Insurance Charges - Risk	32,038	29,945	-	(29,945)	-	-
Rental Expense - TCO	38,203	45,844	-	(45,844)	-	-
Vehicle Service Charges	4,531	4,531	-	(4,531)	-	-
Total Transfer Out	110,095	122,707	-	(122,707)	-	-
Total Expense	702,091	772,358	549,687	(222,671)	567,179	17,492



Police - Administration - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Psychiatric Evaluation Services	1,000
	Polygraph Services	600
	Total	1,600
Other Contracted Services	Fingerprinting Services	2,500
	Allocated County Court Witness Counseling Fees	2,512
	Total	5,012
Rentals & Leases	Copiers (2)	10,180
Office Supplies	Miscellaneous	8,000
Clothing & Uniform Expense	Miscellaneous	1,500
Software Maintenance	ERP System (SunGard)	70,000
	Off-Duty Management System	2,500
	E-Mail Hosting	11,000
	Fingerprinting Software	1,351
	Other Software Licenses	11,990
	Quarter Master Software – Tracks Issued Equipment	15,000
	IA Pro – Internal Affairs Case Management	10,000
	PowerDMS – Tracks Policy & Procedures Updating	7,000
	Total	128,841
Education	Training Related To Use Of Dispatch & Records Software	5,000

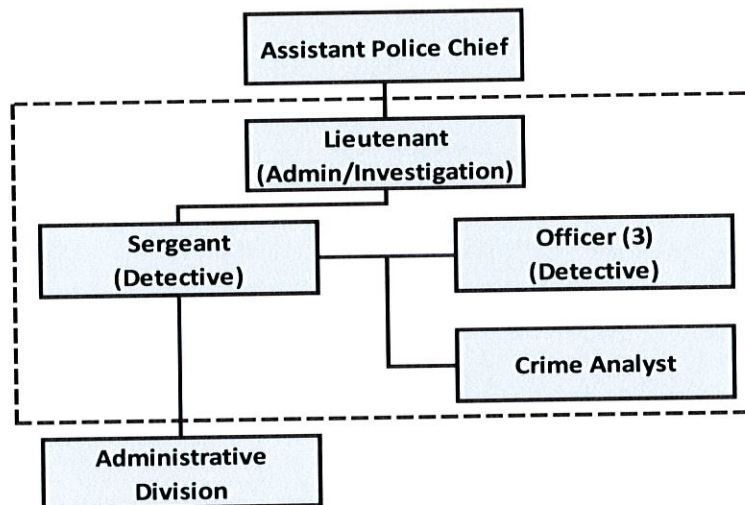
Police Criminal Investigation





POLICE – CRIMINAL INVESTIGATIVE DIVISION

Mission – Follow up on all criminal incidents to make a factual determination of what has occurred and to compile comprehensive evidence in regard to each incident sufficient to result in the apprehension and conviction of the perpetrators.



Goal – 100% crime clearance rate with timely and effective investigation resulting in development of relevant evidence supporting effective prosecution.

Current Year Accomplishments

- Violent crime clearance rate improved for the second year in a row – Clearance rate went from 13.9% to 14.2%.
- Increased presence in multi-agency operations and information sharing – Provides greater opportunity to use multi-agency units to address City issues and permits more efficiencies in addressing issues crossing jurisdictional lines.
- Participation in information sharing initiatives with surrounding agencies to assist in resolving issues.

FY 21 Objectives

- Restore investigation unit to full strength
- Fully equip recently acquired crime scene investigation vehicle to enhance investigative capabilities
- Greater participation in community events to inform community in regard to being proactive in crime prevention in concert with the Patrol division
- Develop dedicated investigator to focus primarily on gun-related crimes
- Develop a dedicate detective to focus on domestic-related crimes.



Measurements

- Violent crime clearance rate – Target 15.5% (14.2% in 2019)
- Citizen generated calls for service (less need) – Target = 11,391 (15% reduction from 2019)
- Public recognition of CID accomplishments in Commission meetings – Target = 3
- Overall crimes – Target = 6,335 (15% reduction from 2019)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Police - CID

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries Regular	305,622	366,483	327,038	(39,445)	294,952	(32,086)
Salaries - Overtime	12,258	20,000	20,000	-	20,000	-
Longevity	-	4,000	3,500	(500)	3,000	(500)
Total Salaries	317,880	390,483	350,538	(39,945)	317,952	(32,586)
Benefits						
FICA	25,019	29,856	26,815	(3,041)	24,324	(2,491)
Retirement	82,210	90,702	82,161	(8,541)	71,683	(10,478)
Life And Health Insurance	33,965	42,675	36,194	(6,481)	32,978	(3,216)
Total Benefits	141,194	163,233	145,170	(18,063)	128,985	(16,185)
Total Compensation	459,074	553,716	495,708	(58,008)	446,937	(48,771)
Operating Expense						
Clothing & Uniform Expense	1,650	2,850	2,850	-	2,850	-
Special Supplies	-	1,500	1,500	-	1,500	-
Total Operating Expense	1,650	4,350	4,350	-	4,350	-
Capital						
Auto Lease/Purchase	-	31,100	31,100	-	-	(31,100)
Total Capital	-	31,100	31,100	-	-	(31,100)
Total Expense Ex Transfer Out	460,724	589,166	531,158	(58,008)	451,287	(79,871)
Transfer Out						
Information Tech Charges	15,138	23,894	-	(23,894)	-	-
Insurance Charges - Risk	48,437	48,437	-	(48,437)	-	-
Rental Expense - TCO	12,508	-	-	-	-	-
Vehicle Service Charges	56,284	48,577	-	(48,577)	-	-
Total Transfer Out	132,367	120,908	-	(120,908)	-	-
Total Expense	593,091	710,074	531,158	(178,916)	451,287	(79,871)



Police - CID - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Clothing & Uniforms	Clothing Allowance	2,850
Special Supplies	Camera, Fingerprint Kits, Gunshot Residue Kits	1,500

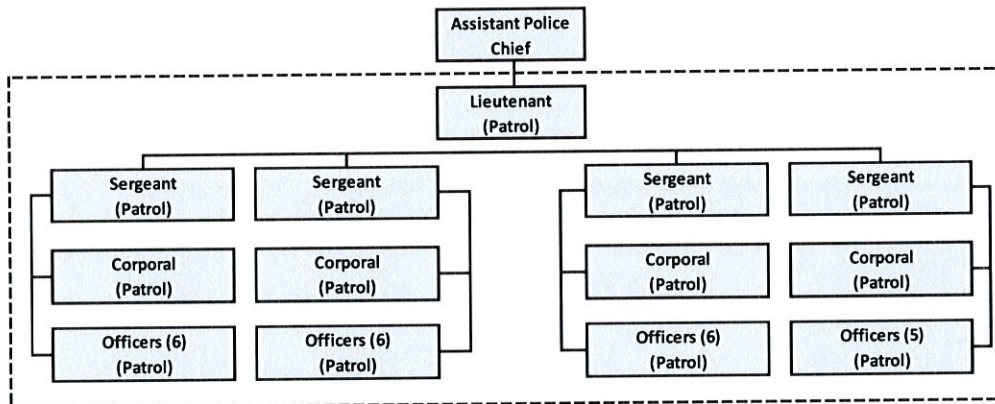
Police Patrol





POLICE - PATROL

Mission – The primary and ongoing police presence in the community to suppress criminal and other unlawful activity, to conduct effective community policing and to timely, effectively and professionally respond to all calls for service, both for assistance and in response to criminal events.



Goal – A safe, peaceful, law-abiding community with mutual respect and cooperation shown between the Police Department and the community

Current Year Accomplishments

- License Plate Reader units positioned throughout the City to help identify possible fugitives and to be of assistance in investigating criminal events
- Implementation of Rapid Identification Program electronic equipment that analyzes fingerprints and searches for matches on a real-time basis.
- Double Back program – Follow-up contact with a crime victim within 48 hours of the initial call for service to reinforce outreach effort and possibly obtain additional information to assist in resolving an incident.

FY 21 Objectives

- Implement specialized training to enhance Community Oriented Policing
- Establish a Community Resource Unit to focus on and develop solutions to long-term community issues.
- Increased foot and bicycle patrolling within the community



Measurements

- Reduction in violent crime – Target = 1,424 (20% reduction to FY 19 results)
- Reduction in complaints – Target = 0 complaints
- Community outreach – 75% participation in all community meetings excluding those where Police Department has been requested to not participate
- Reduction in crime – Target = 6,259 (15% reduction to FY 19 results)
- Average response time to calls – Target = 7 minutes, 0 seconds



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Police - Patrol

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries Regular	2,465,869	2,099,566	2,092,503	(7,063)	2,129,600	37,097
Salaries - Overtime	60,081	150,000	150,000	-	85,000	(65,000)
Longevity	-	25,000	26,000	1,000	33,000	7,000
Total Salaries	2,525,950	2,274,566	2,268,503	(6,063)	2,247,600	(20,903)
<u>Benefits</u>						
FICA	188,867	177,384	172,779	(4,605)	171,943	(836)
Retirement	569,981	590,815	578,015	(12,800)	549,538	(28,476)
Life And Health Insurance	245,067	246,518	240,146	(6,372)	273,990	33,844
Total Benefits	1,003,915	1,014,717	990,940	(23,777)	995,472	4,532
Total Compensation	3,529,865	3,289,283	3,259,443	(29,840)	3,243,072	(16,371)
<u>Operating Expense</u>						
Operating Expense	368	17,100	17,100	-	17,100	-
Clothing & Uniform Expense	16,603	19,040	19,040	-	19,040	-
Educational Costs	755	11,000	6,500	(4,500)	6,500	-
Auto Lease/Purchase	53,011	21,900	-	(21,900)	110,500	110,500
Total Operating Expense	70,737	69,040	42,640	(26,400)	153,140	110,500
<u>Capital</u>						
Public Safety Equipment	49,184	3,500	2,000	(1,500)	-	(2,000)
Total Capital	49,184	3,500	2,000	(1,500)	-	(2,000)
Total Expense Ex Transfer Out	3,649,786	3,361,823	3,304,083	(57,740)	3,396,212	92,129
<u>Transfer Out</u>						
Information Tech Charges	87,473	153,321	-	(153,321)	-	-
Insurance Charges - Risk	536,277	536,277	-	(536,277)	-	-
Vehicle Service Charges	305,568	263,728	-	(263,728)	-	-
Total Transfer Out	929,318	953,326	-	(953,326)	-	-
Total Expense	4,579,104	4,315,149	3,304,083	(1,011,066)	3,396,212	92,129

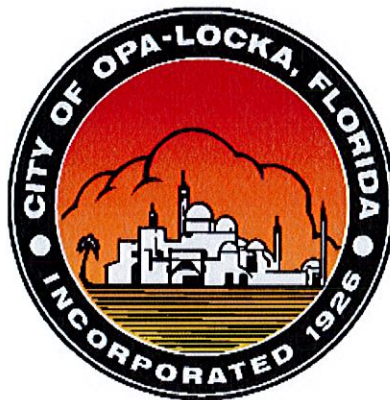


Police - Patrol - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Operating Expense	Ammunition	1,000
	Taser Cartridges	1,500
	Laser Calibration	600
	Bulletproof Vests (10) (May be done in 2020 from SLE)	6,500
	Vehicle Decontamination	1,000
	Radio Repairs	6,500
	Total	17,100
Clothing	Clothing Allowance / Other	19,040
Educational Costs	Miami-Dade – Sergeant Exams	1,500
	Other – Contract Related	5,000
	Total	6,500
Auto Leases / Purchases	10 Patrol Vehicles – Full Year	78,000
	10 Patrol Vehicles – Five Months	32,500
	Total	110,500

Requested Positions Not In Budget	Duties	Potential Cost (\$)
Officers (4)	Patrol Duties	220,000

Building & Licenses

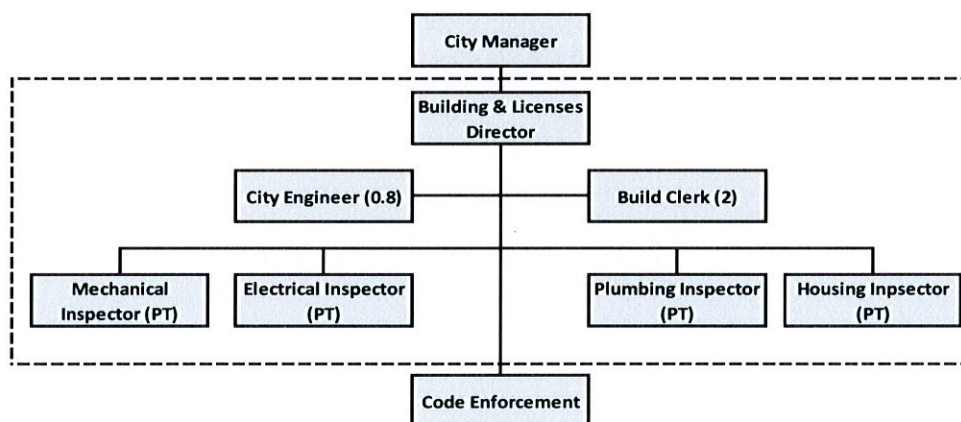




BUILDING & LICENSES

Mission – Provide safe and healthy structures through the effective application of construction code standards, professional inspections and quality service, embodying courtesy, respectfulness and integrity, to the City’s citizens and contractors.

The Building and Licensing department issues occupational licenses, building, electrical, mechanical, roofing and plumbing permits and certificates of occupancy. In addition, the department enforces building and zoning codes in accordance with City and South Florida Building Code.



Goal – Provide Building Services in a highly automated, rigorous and effective manner resulting in well-built and resilient properties reasonably immune to adverse conditions which also benefit from the City’s continued involvement in the National Flood Insurance Program (NFIP) and Community Rating System to lessen the threat of flooding, resulting in improved insurance rates.

Current Year Accomplishments

1. Met requirements of the National Flood Insurance Program Community Rating System to result in lower property owner insurance costs.
2. Met requirements of the National Pollution Discharge Elimination System (NPDES) to demonstrate actions being taken to reduce waterway pollution
3. Partial automation of permitting process.
4. Introduction of walk-through permit processing for some categories of permits, improving turnaround time.
5. Establishment of a minimum housing focus to ensure all multi-family rental properties met minimum health and safety standards. Resulted in the renovation of six units and major repairs in 31 other units.
6. Reviewed and permitted FPL replacement of old wooden power poles with stronger hurricane resistant poles throughout the City.



FY 21 Objectives

1. Internet accessible inspection results
2. Internet / electronic plan review
3. Automated computation of permitting and business tax receipt fees
4. Increased number of cases presented to the County Unsafe Structure Board

Measurements

1. Walk-through permit applications – Target = 2 business days
2. Small permit applications – Target = 5 business days
3. Large permit applications – Target = 22 business days
4. License applications – Target = 10 business days
5. Cases forwarded to the County Unsafe Structure Board – Target = Minimum of two



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Building & Licenses

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Executive	113,712	121,500	81,623	(39,877)	146,360	64,737
Salaries - Regular	70,503	69,436	54,794	(14,642)	68,069	13,275
Salaries - Part Time	63,232	105,281	81,277	(24,004)	88,484	7,207
Total Salaries	247,447	296,217	217,694	(78,523)	302,913	85,219
<u>Benefits</u>						
FICA	17,082	22,855	16,655	(6,200)	23,171	6,516
Retirement	22,689	25,519	18,439	(7,080)	30,291	11,853
Life And Health Insurance	28,325	32,650	15,851	(16,799)	21,236	5,385
Total Benefits	68,096	81,024	50,945	(30,079)	74,699	23,754
Total Compensation	315,543	377,241	268,639	(108,602)	377,612	108,973
<u>Operating Expense</u>						
Other Professional Services	-	19,500	-	(19,500)	17,000	17,000
Postage	2,539	5,000	3,534	(1,466)	3,640	106
Rentals & Leases	14,592	3,000	2,244	(756)	2,244	-
Printing & Binding	1,601	2,000	2,000	-	2,000	-
Office Supplies	1,952	3,000	2,000	(1,000)	2,000	-
Pubs/Subs/Memberships	-	3,200	-	(3,200)	700	700
Educational Costs	4,156	6,000	1,500	(4,500)	3,500	2,000
Other Contracted Services	-	8,000	2,719	(5,281)	-	(2,719)
Vehicle Lease	4,780	2,719	2,719	-	-	(2,719)
Total Operating Expense	29,620	52,419	16,716	(35,703)	31,084	14,368
<u>Capital</u>						
Computer Equipment	-	5,000	-	(5,000)	-	-
Total Capital	-	5,000	-	(5,000)	-	-
<u>Contingency</u>						
Building & Licenses Reserve	-	11,000	-	(11,000)	-	-
Total Contingency	-	11,000	-	(11,000)	-	-
Total Expense Ex Transfer Out	345,163	445,660	285,355	(160,305)	408,696	123,341
<u>Transfer Out</u>						
Information Tech Charges	11,145	17,592	-	(17,592)	-	-
Insurance Charges - Risk	34,592	34,592	-	(34,592)	-	-
Rental Expense - TCO	11,083	14,980	-	(14,980)	-	-
Vehicle Service Charges	9,061	7,820	-	(7,820)	-	-
Total Transfer Out	65,881	74,984	-	(74,984)	-	-
Total Expense	411,044	520,644	285,355	(235,289)	408,696	123,341



Building & Licenses - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	External Engineering Plan Review (Complex Structures)	2,000
	County Unsafe Structure Board – 2 Cases @ \$7,500	15,000
	Total	17,000
Postage	Landlord Tenant Permit (1,000)	567
	Business Tax Receipts (5,300)	3,002
	40-Year Inspections (125)	71
	Total	3,640
Rentals & Leases	Copiers	2,224
Printing & Binding	Plan Duplication	2,000
Office Supplies	Miscellaneous	2,000
Pubs/Subs/Memberships	Professional Memberships	700
Educational Costs	D. Abia – Professional Engineering Certification	2,000
	Building Official Conference	1,500
	Total	3,500

Requested Positions Not In Budget	Duties	Potential Cost (\$)
Building Inspector / Flood Plain Manager (PT – 10.5 Hours / Week)		27,500
Minimum Housing Inspector (PT – 10.5 Hours / Week)		27,500

Code Enforcement

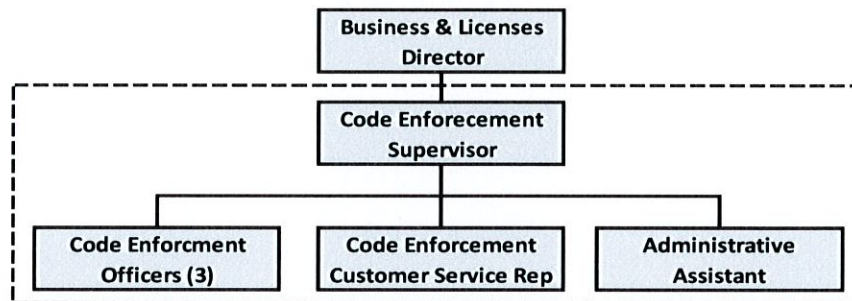




CODE ENFORCEMENT

Mission – Monitor the City to ensure adherence to the City’s Code of Ordinances to maintain and enhance the City’s health, safety, aesthetics and quality of life the education, counseling, and as necessary, enforcement through citations and fines to obtain compliance with the City’ Code, demonstrating professionalism, courtesy, respect and integrity.

The primary objective of the Code Enforcement Department is to patrol the City on a daily basis to monitor for Code compliance. Where violations are noted, ample time is provided to bring the property into compliance. The Department’s goal is to encourage voluntary compliance. However, when not corrected timely or where violations are deemed to be threats to health and safety, egregious or unnecessarily repetitive, immediate fines are assessed. The Department also outreaches to the community to educate them on the importance of adhering to the City’s Code.



Goal – A city where all housing complies with City Code, illegal dumping and parking are eliminated and all businesses obtain Business Tax Receipts licenses.

Current Year Accomplishments

- Major enforcement activity resulting in 527 warnings and 134 citations through the end of June. Focus included
 - Illegal parking
 - Maintenance of large truck truck-free residential zones
 - Removal of boats from front yards
 - Ensuring business tax receipts had been obtained where required
 - Removal of signs in City rights-of-way
 - Identification of trash piles for County removal
 - Minimum housing standards
 - Failure to obtain landlord-tenant permits
 - Removal of untagged / inoperable vehicles

FY 21 Objectives

- Upgrade vehicle computers to facilitate and expedite onsite evaluation and documentation
- Reduce illegal dumping
- Implement County electronic lien filing system
- Increased Code Officer training
- Implement upgraded mobile computing equipment to enhance field operations support



Measurements

- Business Tax Receipts – Using the number of businesses receiving Business Tax Receipts renewal letters in August, 2020 for which no renewal application has been received as of January 1, 2021 as the basis, follow up to determine status – Target = 100% of non-responsive businesses.
- Reduce response time for complaints – Target – 2 business days
- Implementation of County electronic lien filing system – Target = Yes
- Implementation of upgraded mobile computing equipment – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Code Enforcement

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries - Executive	6,706	-	-	-	-	-
Salaries - Regular	241,969	245,024	246,908	1,884	245,966	(942)
Salaries - Overtime	1,251	929	929	-	929	-
Total Salaries	249,926	245,953	247,837	1,884	246,895	(942)
Benefits						
FICA	18,111	18,815	18,959	144	18,886	(73)
Retirement	17,214	20,753	20,992	239	24,690	3,698
Life And Health Insurance	34,780	37,320	33,232	(4,088)	36,378	3,146
Total Benefits	70,105	76,888	73,183	(3,705)	79,953	6,771
Total Compensation	320,031	322,841	321,020	(1,821)	326,848	5,829
Operating Expense						
Other Professional Services	-	4,000	4,000	-	6,000	2,000
Postage	7,855	13,000	10,000	(3,000)	-	(10,000)
Office Supplies	2,571	3,000	2,000	(1,000)	2,000	-
Lien Recording Charges	984	5,000	2,000	(3,000)	-	(2,000)
Clothing & Uniform Expense	2,614	2,000	1,000	(1,000)	3,200	2,200
Software	-	200	200	-	-	(200)
Educational Costs	-	1,500	-	(1,500)	-	-
Total Operating Expense	14,024	28,700	19,200	(9,500)	11,200	(8,000)
Capital						
Computer Equipment	-	17,000	-	(17,000)	17,000	17,000
Total Capital	-	17,000	-	(17,000)	17,000	17,000
Contingency						
Code Enforcement Reserve	-	3,000	-	(3,000)	-	-
Total Contingency	-	3,000	-	(3,000)	-	-
Total Expense Ex Transfer Out	334,055	371,541	340,220	(31,321)	355,048	14,829
Transfer Out						
Information Tech Charges	10,397	16,410	-	(16,410)	-	-
Insurance Charges - Risk	47,001	47,001	-	(47,001)	-	-
Rental Expense - TCO	16,649	18,725	-	(18,725)	-	-
Vehicle Service Charges	22,650	19,549	-	(19,549)	-	-
Total Transfer Out	96,697	101,685	-	(101,685)	-	-
Total Expense	430,752	473,226	340,220	(133,006)	355,048	14,829



Code Enforcement - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Special Magistrate Services	6,000
Office Supplies	Miscellaneous	2,000
Clothing Expense	Bulletproof Vests	2,600
	Other	600
	Total	3,200
Computer Equipment	Vehicle Mobile Computer Equipment (4)	17,000

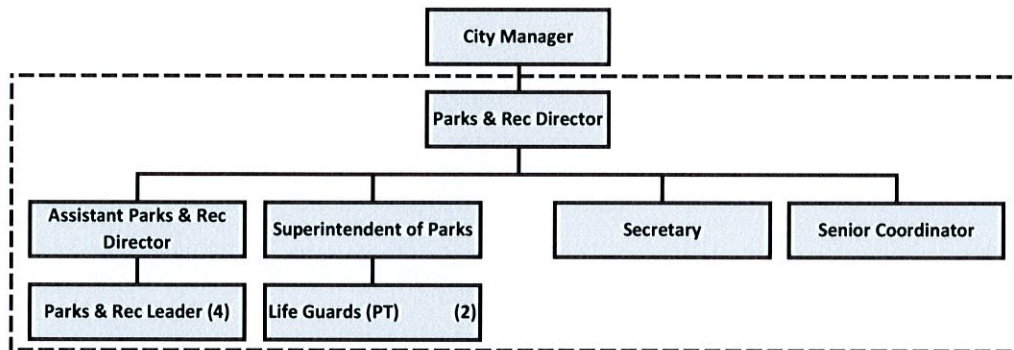
Parks & Recreation





PARKS & RECREATION

Mission – Enhancing the quality of life for the residents and visitors by providing outstanding sports, recreation and cultural arts facilities, program and parks that protect the environment, contribute to the economic and social vitality of the community and foster healthy lifestyles, creativity and cultural diversity.



Goal – A comprehensive City recreation program that recognizes the diversity and varying needs of the community and promotes and provides programs to address the breadth of these needs. An attractive and well-maintained park system of sufficient capacity that provides healthy, relaxing and enjoyable opportunities to be outdoors for both individuals and families.

Current Year Accomplishments (Reduced Due To COVID-19 Restrictions)

- Renovation of Ingram Park, including new lights, renovated restroom, renovated tennis and basketball courts and pavilions
- Complete renovation of the Sherbondy Community Center air conditioning system
- Four football teams earned the right to be in the championships with the Eight-And-Under team winning the championship.
- Black history month program, including staff breakfast
- Halloween youth program
- Christmas toy program
- Senior's program, including a Senior's Valentine's Party



FY 21 Objectives (Subject To Possible COVID-19 Restrictions)

- Apply for State recreations grants (FRDAPs)
- Reintroduce a full range of recreation activities at the renovated Ingram Park
- Determine the future of small building at Segal Park
- Develop City youth and adult basketball leagues
- Implement water aerobics program
- Restructure Senior program to make increased usage of City facilities and increase participation
- Expand Afterschool Care and Cheerleading programs
- Expand fitness and healthy eating programs
- Development of brochures to promote recreation and parks opportunities

Measurements

- Apply for State recreation grant (FRDAP) – Target = Minimum of one
- Senior Program increase in FY 19 average participation – Target = 30%
- Sherbondy Young Adult Fitness Program increase in FY 19 average participation – Target = 30%
- Football Program increase in FY 20 average participation – Target = 30%
- Afterschool Care (Segal Park / Helen Miller) Program increase in FY 19 average participation – Target = 40%
- Cheerleader Program increase in FY 19 average participation – Target = 30%



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Parks & Recreation

Account Title	FY 19	FY 20			FY 21	
	Actual (Unaudited)	Amended Budget	Fcst		Proposed	Over / (Under) Fcst
Salaries						
Salaries - Executive	70,304	70,304	70,845	541	70,574	(271)
Salaries - Regular	196,001	247,889	220,415	(27,474)	260,567	40,152
Salaries - Part Time	9,943	-	15,632	15,632	8,422	(7,210)
Salaries - Overtime	-	1,000	5,000	4,000	1,000	(4,000)
Total Salaries	276,248	319,193	311,892	(7,301)	340,563	28,671
Benefits						
FICA	20,023	24,342	23,859	(483)	26,054	2,195
Retirement	23,007	26,951	26,417	(534)	34,056	7,639
Life And Health Insurance	46,098	53,624	39,604	(14,020)	54,941	15,337
Total Benefits	89,128	104,917	89,880	(15,037)	115,051	25,171
Total Compensation	365,376	424,110	401,772	(22,338)	455,614	53,842
Operating Expense						
Other Contracted Services	-	60,325	58,711	(1,614)	-	(58,711)
Special Events	8,170	26,000	15,300	(10,700)	21,000	5,700
Rentals & Leases	5,176	1,721	2,344	623	2,344	-
Building Repair & Maintenance	250	-	-	-	-	-
Grounds Maintenance	-	70,750	70,750	-	-	(70,750)
Pool Maintenance	20,024	15,000	13,500	(1,500)	13,500	-
Recreation Progrms	4,322	5,000	2,000	(3,000)	5,000	3,000
Recreational Activities	11,803	13,000	8,700	(4,300)	12,400	3,700
Recreation Football Program	13,507	15,000	15,000	-	15,000	-
Office Supplies	1,105	1,500	3,000	1,500	7,000	4,000
Operating Expense	3,835	5,000	917	(4,083)	-	(917)
Uniforms	-	2,000	-	(2,000)	700	700
Elderly Services	6,251	10,000	6,308	(3,692)	14,508	8,200
Summer Camp Program	3,837	10,000	10,000	-	10,000	-
Sports Officials Fees	5,850	7,000	7,000	-	7,000	-
Total Operating Expense	84,130	242,296	213,530	(28,766)	108,452	(105,078)
Capital						
Machinery & Equipment	4,347	17,750	15,000	(2,750)	-	(15,000)
Vehicle Lease/Purchase	-	-	21,350	21,350	-	(21,350)
Total Capital	4,347	17,750	36,350	18,600	-	(36,350)
Contingency						
Parks & Recreation Reserve	-	217,144	-	(217,144)	-	-
Total Contingency	-	217,144	-	(217,144)	-	-
Total Expense Ex Transfer Out	453,853	901,300	651,652	(249,648)	564,066	(87,586)
Transfer Out						
Information Tech Charges	30,648	48,373	-	(48,373)	-	-
Insurance Charges - Risk	24,041	22,471	-	(22,471)	-	-
Vehicle Service Charges	31,710	27,368	-	(27,368)	-	-
Total Transfer Out	86,399	98,212	-	(98,212)	-	-
Total Expense	540,252	999,512	651,652	(347,860)	564,066	(87,586)



Parks & Recreation - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Special Events	Easter event	1,500
	Christmas toys	3,500
	Halloween fun night	2,500
	Back to school book giveaway	2,500
	Black history month	4,300
	Opa-locka annual invitation track meet	2,200
	Other	2,500
	Total	21,000
Rentals & Leases	Copier	2,344
Pool Maintenance	Monthly maintenance	13,500
Recreation Programs	Operation safe flying	2,000
	Dance – uniforms – awards	500
	Cheerleading competition	2,500
	Total	5,000
Recreational Activities	Outdoor equipment	700
	Kid healthy eating program	4,000
	Flag football	1,500
	Lightning detection equipment	500
	T-Ball – Little League	1,700
	Youth track meets	2,000
	Basketball	2,000
	Total	12,400
Recreational Football	League Fees	1,060
	Helmets	4,000
	Shoulder Pads	2,000
	Cheer Uniforms	1,375
	Field Paint	490
	Participation Trophies	1,300
	Youth Footballs	525
	Uniforms	4,250
	Total	15,000
Office Supplies	Miscellaneous	2,000
	Brochures	5,000
	Total	7,000
Uniforms	Staff uniforms	700
Elderly Services	Trophies	75
	Catering	733
	Excursions	800
	Ms. Senior Florida pageant	400
	Birthday celebrations	1,000
	Valentine's Day	2,300
	Fitness Trainer	4,200
	Other	5,000
	Total	14,508



Parks & Recreation - Footnote Detail

Summer Camp Program	Kid healthy eating program	2,500
	Supplies	7,500
	Total	10,000
Sports Officials Fees	Football	5,900
	Basketball	750
	Baseball	350
	Total	7,000

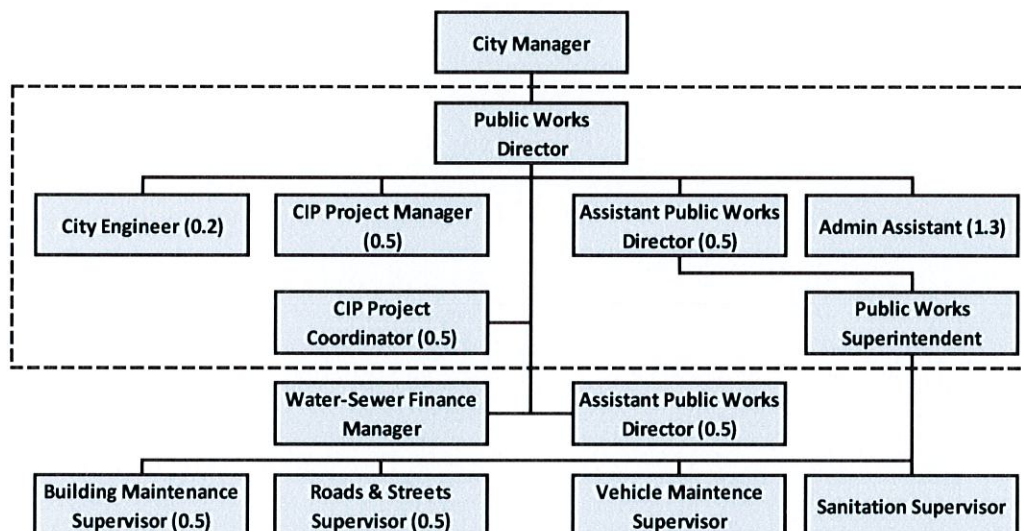
Public Works Administration





PUBLIC WORKS - ADMINISTRATION

Mission – Coordinate the activities of four Public Works divisions and six Public Utilities divisions to ensure continuing cost-effective and customer-focused services in addressing City priorities in a quality and responsive manner. Serve as the primary point of contact in working with Broward County water and sewer services to ensure coordination and agreement in the manner in which the County provides and charges for water and sewer service for the City and bills the majority of the City’s utility customers. Ensures the City’s capital improvement program (CIP) is focused on City priorities and that projects which are undertaken maximize the value received for the City resources expended through the exercise of excellent project management skills to complete all projects on schedule and within budget. Responsible for identifying loan and grant opportunities to leverage City investment in capital projects.



Goal – A City served by excellent, cost-effective, customer service-oriented Public Works and Public Utilities services and supported by a City infrastructure system that adequately meets the community’s utility and transportation needs. Additional goals indicated in the Public Works, Public Utilities and CIP division sections.

Current Year Accomplishments – Accomplishments indicated in the Public Works, Public Utilities and CIP division sections.

FY 21 Objectives – FY 21 Objectives indicated in the Public Works, Public Utilities and CIP division sections.

Measurements – Measurements indicated in the Public Works, Public Utilities and CIP division sections.



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Public Works - Admin

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Executive	108,000	90,000	187,431	97,431	68,964	(118,467)
Salaries - Regular	71,043	55,702	56,131	429	179,291	123,160
Total Salaries	179,043	145,702	243,562	97,860	248,255	4,693
<u>Benefits</u>						
FICA	15,026	11,147	18,633	7,486	18,992	359
Retirement	12,892	12,341	20,630	8,289	24,826	4,196
Life And Health Insurance	19,787	21,511	17,129	(4,382)	26,172	9,043
Total Benefits	47,705	44,999	56,392	11,393	69,990	13,598
Total Compensation	226,748	190,701	299,954	109,253	318,245	18,291
<u>Operating Expense</u>						
Other Professional Services	57	800	800	-	600	(200)
Other Contracted Services	-	300	180	(120)	624	444
Postage	-	500	-	(500)	-	-
Rentals & Leases	865	5,000	5,000	-	4,999	(1)
Repair & Maintenance - Bldg	74	-	-	-	-	-
Office Supplies	1,595	1,875	1,875	-	2,000	125
Educational Costs	-	220	-	(220)	-	-
Auto Lease	4,356	-	-	-	-	-
Total Operating Expense	6,947	8,695	7,855	(840)	8,223	368
<u>Capital</u>						
Computers	-	-	-	-	6,600	6,600
Total Capital	-	-	-	-	6,600	6,600
<u>Contingency</u>						
PW Admin Reserve	-	19,700	-	(19,700)	-	-
Total Contingency	-	19,700	-	(19,700)	-	-
Total Expense Ex Transfer Out	233,695	219,096	307,808	88,713	333,067	25,259
<u>Transfer Out</u>						
Information Tech Charges	5,663	8,939	-	(8,939)	-	-
Insurance Charges - Risk	36,286	36,286	-	(36,286)	-	-
Rental Expense - TCO	7,045	7,490	-	(7,490)	-	-
Vehicle Service Charges	31,710	27,368	-	(27,368)	-	-
Total Transfer Out	80,704	80,083	-	(80,083)	-	-
Total Expense	314,399	299,179	307,808	8,630	333,067	25,259



Public Works - Administration - Footnote Detail

Account Name	Footnote Detail	Proposed Budget
Other Professional Services	Miami-Dade Fire Inspection	600
Other Contracted Services	Employee Uniform Services Administrative Fees	624
Rentals & Leases	Copier	4,999
Office Supplies	Miscellaneous	2,000
Computers	Desktops (4), Laptop (1)	6,600

Requested Positions Not In Budget	Duties	Potential Cost (\$)
Public Works Administrative Manager	Support the Public Works Director by providing administrative oversight to ensure that the ten Public Works divisions and the City's Capital Improvement Program (CIP) are making intended progress and meeting all requirements.	70,000

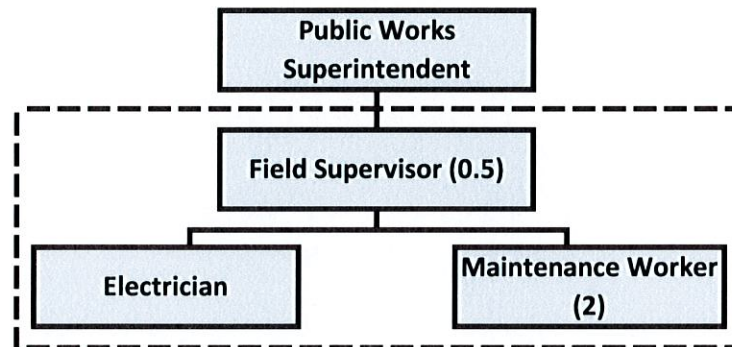
Building Maintenance





PUBLIC WORKS – BUILDING MAINTENANCE

Mission – Maintain, repair, renovate, preserve and clean all City facilities.



Goal – All City buildings should provide safe and comfortable working conditions and be maintained in a cost-effective manner to ensure their long-term soundness and availability.

Current Year Accomplishments

- Replaced restroom roof at Ingram Park
- Repaired Fleet Maintenance facility roof
- Restored Sherbondy Village athletic field lighting
- Replaced Sherbondy Community Center complete air conditioning system

FY 21 Objectives

- Develop short- and long-term maintenance strategies and schedule for City facilities
- Develop plans to refurbish the Historic Fire Station and former Human Resources office as part of restoration of the Historic City Hall. (Future construction dependent on identification of available funding.)
- Upgrade of Ingram Park restroom facilities.
- Energy audit

Measurements

- Documented short- and long-term maintenance strategies – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Public Works - Building Maintenance

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries-Regular	161,998	109,554	110,396	842	136,074	25,678
Salaries - Overtime	2,015	2,000	2,000	-	6,000	4,000
Total Salaries	164,013	111,554	112,396	842	142,074	29,678
Benefits						
FICA	12,016	8,381	8,599	218	10,868	2,269
Retirement	20,268	9,279	9,520	241	14,207	4,687
Life And Health Insurance	24,606	31,034	21,556	(9,478)	26,644	5,088
Total Benefits	56,890	48,694	39,675	(9,019)	51,719	12,044
Total Compensation	220,903	160,248	152,071	(8,177)	193,793	41,722
Operating Expense						
Uniform Rental/Laundry	231	1,500	510	(990)	1,560	1,050
Building Repair & Maintenance	101,428	130,000	110,033	(19,967)	76,522	(33,511)
Maintenance Supplies	19,761	25,000	25,000	-	25,000	-
Total Operating Expense	121,420	156,500	135,543	(20,957)	103,082	(32,461)
Capital						
Machinery & Equipment	-	43,745	124,445	80,700	3,000	(121,445)
Total Capital	-	43,745	124,445	80,700	3,000	(121,445)
Contingency						
PW Building Maintenance Reserve	-	266,985	-	(266,985)	-	-
Total Contingency	-	266,985	-	(266,985)	-	-
Total Expense Ex Transfer Out	342,323	627,478	412,059	(215,419)	299,875	(112,184)
Transfer Out						
Information Tech Charges	11,325	13,591	-	(13,591)	-	-
Insurance Charges - Risk	37,684	35,223	-	(35,223)	-	-
Vehicle Service Charges	25,681	25,681	-	(25,681)	-	-
Total Transfer Out	74,690	74,495	-	(74,495)	-	-
Total Expense	417,013	701,973	412,059	(289,914)	299,875	(112,184)



Public Works – Building Maintenance - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Uniform Rental / Laundry	Employee uniform rental service. \$6.00 per employee per week.	1,560
Building Repair & Maintenance	AC Repairs	2,000
	Fire Alarm Testing	2,200
	Fire Alarm Maintenance	3,500
	Elevator inspection	665
	Elevator Maintenance	4,000
	Fire inspections	1,167
	Electrical repairs	3,000
	Ingram Park Repairs	5,000
	Janitorial Services	10,000
	Other unplanned repairs	45,000
	Total	76,522
Maintenance Supplies	Miscellaneous	25,000
Machinery & Equipment	Paint Spraying Equipment	3,000

Requested Positions Not In Budget	Duties	Potential Cost (\$)
Carpenter Helper	Maintenance services	39,000

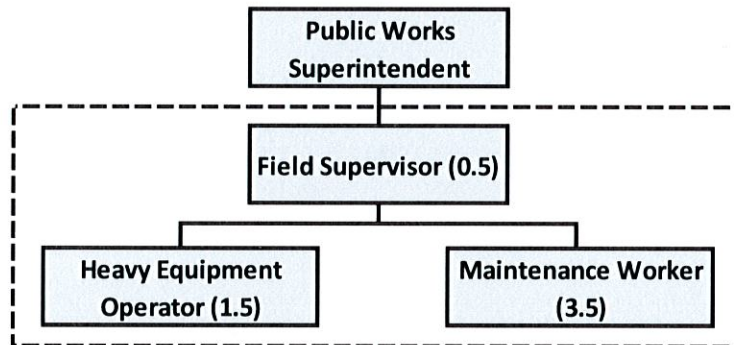
Roads & Streets





PUBLIC WORKS – ROADS & STREETS

Mission – Maintenance, repair and construction activities, including resurfacing and pothole mitigation, for all City streets, alleys and rights-of way and medians.



Goal – Safe, well-maintained City roadway system. Streets rated at least a “5” on average and no street rated worse than a “8” in a 1 to 10 rating system with 1 = excellent. (Long-term goal once City invests in GIS to track and rate complete inventory of City roadways)

Current Year Accomplishments

- Resurfaced 6.5 miles of roadways
- Major pothole patching program greatly reducing number of potholes.
- Installation of high intensity streetlights throughout the City to increase safety and serve as a deterrent to illegal dumping.
- Renovated gateway marker at NW 151st Street and NW 27th Avenue

FY 21 Objectives

- Resurface 3 lane-miles of roadways (Reduced funding available due to impact of COVID-19. Additional funding may become available from the Citizens Independent Transport Trust (CITT) with its approval of the FY 18 audit. At such as this is confirmed, a budget amendment will be submitted to address additional resurfacing.)
- Continued focus on identification and repair of potholes
- Go out for new bids for the median maintenance contract
- Renovate gateway marker at southwest entry into City
- Continued sidewalk repairs
- Tree-trimming program with new bucket truck

Measurements

- Rebid median contract – Target = Yes
- Repaired sidewalk – Target = 500 square feet (100 feet of 5-foot wide sidewalk or 125 feet of 4-foot wide sidewalk)
- Resurfaced lane-miles – Target = 3 lane-miles



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Public Works - Roads & Streets

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries-Regular	190,675	262,413	259,383	(3,030)	173,116	(86,267)
Salaries - Overtime	5,629	2,000	4,000	2,000	2,000	(2,000)
Total Salaries	196,304	264,413	263,383	(1,030)	175,116	(88,267)
Benefits						
FICA	14,604	20,075	20,149	74	13,394	(6,755)
Retirement	17,478	22,226	22,309	83	17,512	(4,797)
Life And Health Insurance	24,304	36,350	38,209	1,859	31,270	(6,939)
Total Benefits	56,386	78,651	80,667	2,016	62,176	(18,491)
Total Compensation	252,690	343,064	344,050	986	237,292	(106,758)
Operating Expense						
Employee Physicals	-	-	-	-	-	-
Other Contracted Services	219,562	298,480	296,811	(1,669)	196,000	(100,811)
Uniform Rental/Laundry	875	3,000	816	(2,184)	2,496	1,680
Electricity, Gas & Water	-	-	-	-	131,000	131,000
Rentals & Leases	20,121	15,000	15,000	-	1,000	(14,000)
Repairs - Machinery & Equipment	4,753	5,000	5,000	-	8,000	3,000
Operating Expense	4,317	16,000	4,834	(11,166)	-	(4,834)
Clothing & Uniform Expense	-	1,500	550	(950)	500	(50)
Road Materials & Supplies	7,984	70,000	46,447	(23,553)	40,000	(6,447)
Small Tools & Supplies	7,306	15,000	10,000	(5,000)	10,000	-
Total Operating Expense	264,918	423,980	379,458	(44,522)	388,996	9,538
Capital						
Machinery & Equipment	48,011	158,358	92,445	(65,913)	58,000	(34,445)
Total Capital	48,011	158,358	92,445	(65,913)	58,000	(34,445)
Contingency						
PW Streets Reserve	-	52,256	-	(52,256)	-	-
Total Contingency	-	52,256	-	(52,256)	-	-
Total Expense Ex Transfer Out	565,619	977,658	815,953	(161,705)	684,288	(131,665)
Transfer Out						
Information Tech Charges	22,576	35,633	-	(35,633)	-	-
Insurance Charges - Risk	240,218	224,528	-	(224,528)	-	-
Vehicle Service Charges	81,943	66,943	-	(66,943)	-	-
Total Transfer Out	344,737	327,104	-	(327,104)	-	-
Total Expense	910,356	1,304,762	815,953	(488,809)	684,288	(131,665)



Public Works – Roads & Streets - Footnote Detail

Account Name	Footnote Detail	Proposed Budget
Other Contracted Services	Landscaping	148,000
	Tree Trimming	15,000
	Irrigation Repairs	8,000
	Earthmoving Services	15,000
	Other	10,000
	Total	196,000
Uniform Rental / Laundry	Employee uniform rental - \$6.00 per employee per week	2,496
Electricity, Gas, Water	Electricity for City new LED high intensity street lights	131,000
Rentals & Leases	Miscellaneous	1,000
Repairs – Machinery & Equipment	Unplanned equipment repairs	8,000
Clothing & Uniform Expense	Protective equipment for hazardous worksites	500
Road Materials & Supplies	Asphalt, concrete, mulch, gravel, etc.	40,000
Small Tools & Supplies	Miscellaneous	10,000
Machinery & Equipment	Pothole Patcher Installment Payment	58,000

Requested Positions Not In Budget	Duties	Potential Cost (\$)
Heavy Equipment Operator (1.5)	Vehicle driver in support of Roads & Streets operations	80,000
Maintenance Worker (2.5)	Maintenance of roadways	115,000

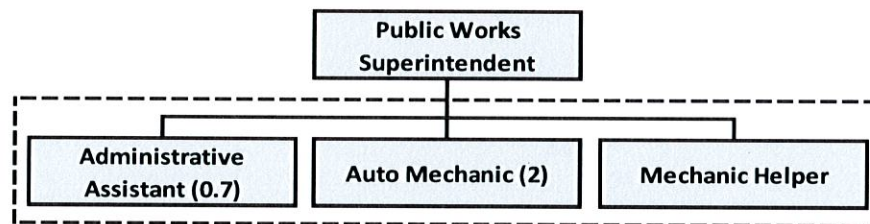
Vehicle Maintenance





PUBLIC WORKS – VEHICLE MAINTENANCE

Mission – Cost-effective maintenance service for all City vehicles and heavy equipment, assemble / modify equipment or tools and assist in repair of other ancillary equipment.



Goal

Reduce need for unscheduled costly and often preventable repairs by performing scheduled preventative maintenance through implementation of tracking and scheduling procedures identifying optimum scheduling of preventative maintenance to identify issues before they become costly failures

Current Year Accomplishments

- Developed repair parts and tires inventory tracking system (currently a manual process).
- Developed a work order tracking and scheduling system (currently a manual process). Since implemented, it has reported 32 preventative maintenance events and 240 unscheduled repairs. This is an undesirable ratio since, when performing correctly, preventative maintenance events should exceed unscheduled repairs.

FY 21 Objectives

- Reduce the number of unscheduled repairs by scheduling a minimum of 100 preventative maintenance events per year.
- Implement fleet management software.
- Request formal competitive bids for parts supplier
- Remove abandoned gasoline storage tank

Measurements

- Ratio of preventative maintenance events to unscheduled repairs – Target = 60% preventative maintenance
- Parts supplier competitive bid process – Target = Yes



Public Works - Vehicle Maintenance

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries-Regular	140,282	140,442	140,512	70	154,568	14,056
Salaries - Overtime	-	-	500	500	-	(500)
Total Salaries	140,282	140,442	141,012	570	154,568	13,556
Benefits						
FICA	10,579	10,744	10,787	43	11,824	1,037
Retirement	11,655	11,895	11,944	49	15,457	3,513
Life And Health Insurance	14,823	16,384	17,600	1,216	20,782	3,182
Workers Comp	-	-	-	-	-	-
Total Benefits	37,057	39,023	40,330	1,307	48,062	7,732
Total Compensation	177,339	179,465	181,342	1,877	202,630	21,288
Operating Expense						
Other Contracted Services	49,752	70,000	70,000	-	110,000	40,000
Uniform Rental/Laundry	725	1,000	306	(694)	936	630
Rentals & Leases	589	500	500	-	500	-
Gas, Oil, Grease	254,055	286,000	215,000	(71,000)	255,000	40,000
Vehicle Maintenance	411	-	-	-	-	-
Operating Expense	239	2,000	500	(1,500)	-	(500)
Parts & Repairs	80,629	80,000	75,000	(5,000)	75,000	-
Tires & Wheels	26,809	40,000	30,000	(10,000)	30,000	-
Small Tools & Supplies	1,397	5,000	5,000	-	5,000	-
Total Operating Expense	414,606	484,500	396,306	(88,194)	476,436	80,130
Capital						
Machinery & Equipment	1,755	3,000	3,000	-	-	(3,000)
Total Capital	1,755	3,000	3,000	-	-	(3,000)
Total Expense Ex Transfer Out	593,700	666,965	580,648	(86,317)	679,066	98,418
Transfer Out						
Information Tech Charges	19,242	30,371	-	(30,371)	-	-
Insurance Charges - Risk	28,667	28,667	-	(28,667)	-	-
Total Transfer Out	47,909	59,038	-	(59,038)	-	-
Total Expense	641,609	726,003	580,648	(145,355)	679,066	98,418



Public Works – Vehicle Maintenance - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Contracted Services	Unplanned vehicle repairs	70,000
	Removal of abandoned gasoline storage tank	40,000
	Total	110,000
Uniform Rental / Laundry	Employee uniform rental - \$6.00 per employee per week	936
Rentals & Leases	Miscellaneous	500
Gas, Oil, Grease	Gasoline	250,000
	Oil / Other	5,000
	Total	255,000
Parts	Unplanned parts required for repairs	75,000
Tires & Wheels	Replacement tires	30,000
Small Tools & Supplies	Miscellaneous	5,000

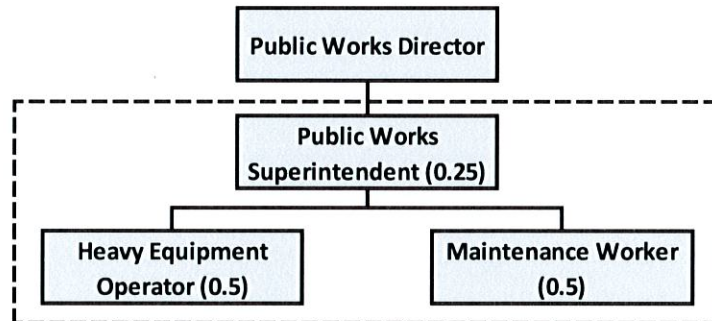
Illegal Dumping Removal





PUBLIC WORKS – ILLEGAL DUMPING REMOVAL

Mission – Eliminate illegal dumping within the City and remove all illegally dumped roadside rubbish to the extent not eliminated.



Goal – The elimination of all illegal dumping within the City and the focus to regularly and expeditiously remove illegal dumping until the illegal activity is eliminated.

Current Year Accomplishments

- On track to remove 2,000 tons of illegally dumped trash with 1,461 tons collected through the end of May.
- Installation of high intensity street lights throughout the City should lessen the opportunity for surreptitious illegal dumping.

FY 21 Objectives

- Dedicate a heavy equipment operator and a maintenance worker to 20 hours per week each to locate and remove illegal dumping, a very significant increase over the current staffing
- Recommend proposing to the County modification of the memorandum of understanding (MOU) with the County in regard to responsibilities for collecting trash.
 - In the collection of residential trash, both bulk trash and illegal dumping, the MOU allows the County to take up to 14 days which is deemed to be too long. It is recommended the City assume this responsibility to expedite removal which should occur more timely since the focus would be solely on the City. The County currently receives non-ad valorem assessment revenue for this responsibility which the City should then receive.
 - In regard to illegal dumping on commercial properties, the County provides Code services including issuing warnings and then citations as necessary, providing a stream of revenue to the County. The City is responsible for removing this illegal dumping at its own cost. It is recommended the City assume Code responsibility for this to potentially provide some revenue to offset the cost of removing this trash.



FY 21 Objectives – Continued

- Work with other City departments to periodically deploy unannounced large enforcement teams covering the entire City to identify and cite illegal dumpers.
- Deploy cameras at strategic locations to identify illegal dumpers

Measurements

- Tons collected – Target = 3,500 ton (Initially tons collected will go up due to increased City efforts to remove illegal dumping, but then will decline when it is broadly recognized that illegal dumping in the City can have significantly adverse implications for those doing the dumping.
- Illegal dumpers cited – Target = 5



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Public Works - Illegal Dumping Removal

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries-Regular	-	-	-	-	36,018	36,018
Salaries - Overtime	-	-	-	-	-	-
Total Salaries	-	-	-	-	36,018	36,018
Benefits						
FICA	-	-	-	-	2,755	2,755
Retirement	-	-	-	-	3,602	3,602
Life And Health Insurance	-	-	-	-	5,974	5,974
Total Benefits	-	-	-	-	12,331	12,331
Total Compensation	-	-	-	-	48,349	48,349
Operating Expense						
Solid Waste Disposal	127,977	-	-	-	-	-
Tipping Fees/Disposal Of Ill Dumping	-	110,000	55,000	(55,000)	75,000	20,000
Total Operating Expense	127,977	110,000	55,000	(55,000)	75,000	20,000
Total Expense Ex Transfer Out	127,977	110,000	55,000	(55,000)	123,349	68,349
Total Expense	127,977	110,000	55,000	(55,000)	123,349	68,349



Public Works – Illegal Dumping Removal - Footnote Detail

Account Name	Footnote Detail	Proposed Budget
Solid Waste Disposal	Disposal site fees for disposal of illegal roadway dumping	75,000

Requested Positions Not In Budget	Duties	Potential Cost (\$)
Heavy Equipment Operator (0.5)	Operate vehicle in support of removal of illegal dumping on a full-time basis	27,000
Maintenance Worker (0.5)	Support removal of illegal dumping of n a full-time basis	23,000

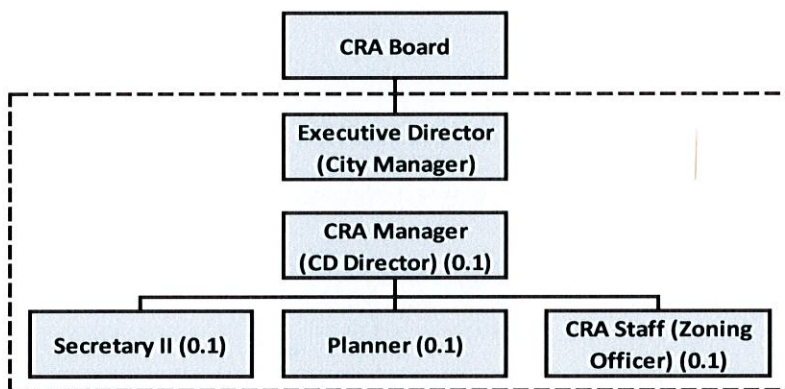
Community Redevelopment Agency (CRA)





COMMUNITY REDEVELOPMENT AGENCY

Mission – Within the area designated by the City Commission as the Community Redevelopment Area, preserve and enhance the tax base, to alleviate conditions of slum and blight, to facilitate affordable housing and to stimulate public sector participation within the redevelopment area.



Goal – A revitalized Community Redevelopment Area composed of attractive and peaceful residential neighborhoods, a thriving commercial district and a downtown area that attracts residents and others for entertainment and leisure.

Current Year Accomplishments

- Initiation of façade improvement program
- Initiation of downtown masterplan study
- Workshop with other local CRA officials to stimulate innovative thinking
- Approved a Memorandum of Understanding (MOU) between the CRA and City defining responsibilities and reimbursement
- Assessed valuation of real property in CRA increased 12.7% while remainder of City real property assessed increased 7.4%

FY 21 Objectives

- Completion of a downtown masterplan to provide clear development guidance for those interested in investing in the City
- Renew façade program to further enhance commercial / industrial area appearance.
- Implement a streetscape program to enhance City appearance and canopy coverage
- Update CRA Redevelopment Plan by updating projects to be undertaken, including possibly increasing the size of the Community Redevelopment Area.
- Obtain CDBG funds
- Obtain Brownfield mitigation funds



FY 21 Objectives – Continued

- Development of Taqnia Innovation District in the Opa-locka North Industrial District to incubate an area focused on the technology industry.
- Development of the Opa-locka Moorish Cultural Arts and Entertainment District
- Make a determination as to whether two lakefront acres of Ingram Park should be rezoned for residential development
- Enhance City parks amenities
- Reduction of upfront development fees to incentivize development
- Reduction of parking requirements to incentivize development
- Completion of CRA Policies and Procedures manual

Measurements

- Release RFP for consultant to update CRA Redevelopment Plan issued by December, 2020 – Target = Yes
- Complete CRA Policies and Procedures manual for adoption by December, 2020 – Target = Yes
- Complete downtown master plan – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Community Redevelopment Agency (CRA) - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Revenue</u>						
CRA Fund Ad Valorem Tax - City	381,398	501,826	501,826	-	712,555	210,729
CRA Fund Ad Valorem Tax - County	173,890	232,466	232,466	-	334,355	101,889
Total Revenue	555,288	734,292	734,292	-	1,046,910	312,618
<u>Expense</u>						
Salary	15,778	22,389	22,562	173	22,474	(88)
Benefits	1,621	3,609	6,678	3,069	7,298	619
Total Compensation	17,399	25,998	29,240	3,242	29,772	531
Operating Expense	17,675	421,711	329,711	(92,000)	999,929	670,218
Contingency	-	15,317	-	(15,317)	-	-
Total Expense Ex Transfer Out	35,074	463,026	358,951	(104,075)	1,029,701	670,750
Transfer Out	3,887	349,321	360,222	10,901	17,210	(343,012)
Total Expense	38,961	812,347	719,173	(93,174)	1,046,911	327,738
(Use Of)/Add To Fund Balance	516,327	(78,055)	15,119	93,174	-	(15,119)
<u>Fund Balance - Unassigned</u>						
Beginning	291,272	745,033	745,033	5,054	760,152	460
(Use Of)/Add To Fund Balance	453,761	(78,055)	15,119	93,174	-	(15,119)
Ending	745,033	666,978	760,152	98,784	760,152	(14,675)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Community Redevelopment Agency (CRA) - Expense

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries - Executive	6,248	8,550	8,616	66	8,583	(33)
Salaries - Regular	9,530	13,839	13,946	107	13,891	(55)
Total Salaries	15,778	22,389	22,562	173	22,474	(88)
Benefits						
FICA	1,185	1,713	1,726	13	1,719	(7)
Retirement	436	1,896	1,911	15	2,247	336
Life And Health Insurance	-	-	3,041	3,041	3,331	290
Workers Comp	-	-	-	-	-	-
Total Benefits	1,621	3,609	6,678	3,069	7,298	619
Total Compensation	17,399	25,998	29,240	3,242	29,772	531
Operating Expense						
Other Professional Services	-	175,000	175,000	-	224,000	49,000
Accounting & Auditing	-	5,000	2,500	(2,500)	-	(2,500)
Other Contracted Services	17,500	30,000	24,000	(6,000)	-	(24,000)
State & County Admin	175	6,711	6,711	-	5,165	(1,546)
Promotional Activiites (Facades)	-	200,000	120,000	(80,000)	500,000	380,000
Advertising	-	2,500	-	(2,500)	-	-
Pubs/Subs/Memberships	-	2,500	1,500	(1,000)	-	(1,500)
Trust Account	-	-	-	-	270,764	270,764
Total Operating Expense	17,675	421,711	329,711	(92,000)	999,929	670,218
Contingency						
CRA Reserve	-	15,317	-	(15,317)	-	-
Total Contingency	-	15,317	-	(15,317)	-	-
Total Expense Ex Transfer Out	35,074	463,026	358,951	(104,075)	1,029,701	670,750
Transfer Out						
Reimbursement - Water & Sewer	-	344,972	344,972	-	-	(344,972)
Reimbursement - Gen Fund	-	-	5,054	5,054	5,515	460
Information Tech Charge	798	1,260	1,816	556	1,800	(16)
Insurance Charge - Risk	3,089	3,089	4,766	1,677	5,761	995
Occupany - TCO	-	-	3,614	3,614	4,135	521
Total Transfer Out	3,887	349,321	360,222	10,901	17,210	(343,012)
Total Expense	38,961	812,347	719,173	(93,174)	1,046,911	327,738



Community Redevelopment Agency (CRA) - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Legal services	24,000
	CRA Plan update	200,000
	Total	224,000
State & County Administrative Fee	State – Dept of Economic Opportunity (DEO) fee	150
	County – 1.5% of County TIF contribution fee	4,384
	Total	5,165
Promotional Activity	Facades Program	200,000
	Streetscape Program	250,000
	Park Amenities	50,000
	Total	500,000
Trust Account	Surplus of funding over expenditures	270,764
Reimbursement – General Fund	Payment to General Fund for administrative services	5,515
Information Technology Charge	Payment to the Information Technology Internal Services Fund for IT support	1,800
Insurance Charge	Payment to the Risk Management Internal Services Fund for insurance	5,761
Occupancy – Town Center	Payment for CRA staff occupancy in Town Center	4,135

Requested Positions Not In Budget	Duties	Potential Cost (\$)
CRA Coordinator (0.5)		30,000

Debt Service Fund





DEBT SERVICE

Mission - The mission of this fund is to record the annual debt service payments related to the 2011 A&B Capital Improvement Revenue Bonds and the 2015 Capital Improvement Note related to the purchase the Municipal Complex at 780 Fisherman Street. This fund also reflects the revenue sources pledged against this debt. State Revenue Sharing Revenue and Local Government ½ Cent Sales Tax Revenue have been pledged against the 2011 bond and FPL Utility Tax and the State Telecommunications Tax have been pledged against the 2015 note. The surplus of the pledged revenue over the debt service normally goes to the General Fund to be used to pay for General Fund expenditures.

Goal – NA – This is an administrative fund with no operational responsibilities.

Current Year Accomplishments – Due to the City's Financial Emergency, the bank had been withholding the surplus of pledged funds over the annual debt service related to the 2015 note rather than allowing it to be distributed back to the General Fund. By spring of this year, the retained surplus funds had grown to \$5.2 million. The City entered into negotiations with the bank, resulting in one-half of this amount being released to the General Fund to fund operations and the second half converted into a pre-payment on the debt to reduce the \$6.0 balloon payment scheduled for FY 26.

FY 21 Objectives – NA – This is an administrative fund with no operational responsibilities.

Measurements – NA – This is an administrative fund with no operational responsibilities.



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Debt Service - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Revenue						
<u>FY 11 Bond-Related Revenue</u>						
State Revenue Sharing	794,995	608,081	543,498	(64,583)	434,798	(108,700)
Local Gov 1/2 Sales Tax	702,856	1,296,066	907,246	(388,820)	725,797	(181,449)
Total FY 11 Bond-Related Revenue	1,497,851	1,904,147	1,450,744	(453,403)	1,160,595	(290,149)
<u>FY 15 Note-Related Revenue</u>						
Utility Tax - FPL	1,453,807	1,244,096	995,277	(248,819)	796,221	(199,055)
Telecom Tax	399,446	347,121	425,000	77,879	425,000	-
Total FY 15 Note-Related Revenue	1,853,253	1,591,217	1,420,277	(170,940)	1,221,221	(199,055)
Total Revenue	3,351,104	3,495,364	2,871,021	(624,343)	2,381,817	(489,204)
Expense						
<u>Debt Service</u>						
<u>FY 11 Bond</u>						
Bond Principal	262,761	545,000	545,000	-	564,000	19,000
Bond Interest	159,957	141,635	141,635	-	122,684	(18,951)
	422,718	686,635	686,635	-	686,684	49
<u>FY 15 Note</u>						
2015 Bond Principal	202,166	252,150	251,399	(751)	260,452	9,053
2015 Bond Interest	233,844	271,073	271,814	741	262,761	(9,053)
	436,010	523,223	523,213	(10)	523,213	-
Total Debt Service	858,728	1,209,858	1,209,848	(10)	1,209,897	49
<u>Transfer Out</u>						
Transfer Out - Surplus To Gen Fund	919,196	2,285,508	3,311,173	1,025,665	1,171,920	(2,139,253)
Total Transfer Out	919,196	2,285,508	3,311,173	1,025,665	1,171,920	(2,139,253)
Total Expense	1,777,924	3,495,366	4,521,021	1,025,655	2,381,817	(2,139,204)
(Use Of)/Add To Fund Balance	1,573,180	(2)	(1,650,000)	(1,649,998)	-	1,650,000
<u>Fund Balance - Restricted</u>						
Beginning	6,583,852	8,157,032	8,157,032	8,157,032	6,507,032	-
(Use Of)/Add To Fund Balance	1,573,180	(2)	(1,650,000)	(1,649,998)	-	1,650,000
Ending	8,157,032	8,157,030	6,507,032	6,507,034	6,507,032	1,650,000

Safe Neighborhood Fund





SAFE NEIGHBORHOOD FUND

Mission – To use gas tax revenue and other sources of funds such as grants, loans and General Fund revenue to maintain and improve roadways (all gas tax revenue to be used only for roadways) and other governmental Capital Improvements Program (CIP) projects as appropriate

Goal – Identify priority roadway projects and other City properties requiring renovation and execute cost-effective restoration projects to make best use of available funding.

Current Year Accomplishments

- Funded 14% of resurfacing 13 lane-miles of roadway (remainder funded from People's Transportation Plan Fund) – Number of lanes in a roadway normally vary between two and four lanes.
- Completed restoration of 2105 Ali-Baba building
- Renovated Ingram Park lighting and restroom
- Evaluated restoration requirements for the Opa-locka Historic City Hall

FY 21 Objectives -

- Three lane-miles of roadway restoration. (Very low gas tax revenue anticipated and no other sources of revenue identified at this time.)
- Identify additional sources of funding for restoration of the Opa-locka Historic City Hall (\$600,000 County grant currently available)

Measurements -

- Cost per lane-mile – Target = Less than \$65,000
- Identification of additional sources of funding for restoration of the Opa-locka Historic City Hall – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Safe Neighborhood Fund - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Revenue						
Gas Tax - First Local Option (1-6)	216,657	208,338	139,136	(69,202)	139,136	-
Gas Tax - County Ninth Cent (1-5)	100,264	79,496	47,698	(31,798)	47,698	-
Total Revenue - Ex Grants	316,921	287,834	186,834	(101,000)	186,834	-
Grants						
SN CIP Grant-CDBG AL (MDC/CDBG)	-	464,750	471,917	7,167	-	(471,917)
CDBG (MDC/PHCD)	-	179,335	179,335	-	-	(179,335)
SN CIP Grant-SFRTA	50,693	-	-	-	-	-
Total Grants	50,693	644,085	651,252	7,167	-	(651,252)
Total Revenue	367,614	931,919	838,086	(93,833)	186,834	(651,252)
Transfer-In						
From General Fund	-	300,000	339,805	39,805	-	(339,805)
Total Transfer-In	-	300,000	339,805	39,805	-	(339,805)
Total Funding	367,614	1,231,919	1,177,891	(54,028)	186,834	(991,057)
Expense						
Capital						
Resurfacing Improvements	510,922	287,834	186,141	(101,693)	186,834	693
2105 Ali-Baba Improvements	-	464,750	481,750	17,000	-	(481,750)
Historic City Hall	-	100,000	100,000	-	-	(100,000)
Ingram Park	-	410,000	410,000	-	-	(410,000)
Total Capital	510,922	1,262,584	1,177,891	(84,693)	186,834	(991,057)
Contingency						
Working Capital Reserve	-	505,516	-	(505,516)	-	-
Total Contingency	-	505,516	-	(505,516)	-	-
Total Expense	510,922	1,768,100	1,177,891	(590,209)	186,834	(991,057)
(Use of)/Add To Fund Balance	(143,308)	(536,181)	-	536,181	-	-
Fund Balance - Unassigned						
Beginning	(103,389)	(246,697)	(246,697)	-	(246,697)	-
(Use Of)/Add To Fund Balance	(143,308)	(536,181)	-	536,181	-	-
Ending	(246,697)	(782,878)	(246,697)	536,181	(246,697)	-



Safe Neighborhood CIP - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Resurfacing Improvements	See Governmental Funds CIP Section	186,384

People's Transportation Plan





PEOPLE'S TRANSPORTATION PLAN

Mission – To use funds provided by the County CITT program to operate a community bus service and to maintain and improve the City's roadway system.

Goal – Operate a community bus service maximizing the availability of public transportation to the community. Identify priority roadway projects requiring renovation and execute cost-effective roadway restoration projects to make best use of available CITT funding.

Current Year Accomplishments

- Funded 86% of resurfacing of 13 lane-miles of roadway (remainder came from Safe Neighborhood Fund) – Number of lanes in a road normally varies between two and four lanes
- Installed 2.6 miles of new sidewalk
- Operated the community bus service
- Obtained bus shelters to provide shelter to residents waiting for the community bus.

FY 21 Objectives

- Implement second, larger community bus route funded by County CITT funds and requested Federal Department of Transportation (FDOT) grant. Will be brought into the FY 21 budget as a budget amendment at such time that funding is confirmed.
- Support completion of Cairo Lane project with \$800,000 for roadway portion of project
- Approximately 6 lane-miles of roadway restoration
- Approximately 2.0 miles of new sidewalk

Measurements

- Implementation of second community bus route – Target = Yes
- Community bus ridership (current route) – Target = ?
- Cost per lane-mile – Target = Less than \$65,000 per lane mile
- Cost per sidewalk-mile – Target = Less than \$130,000 per sidewalk-mile



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

People's Transportation Plan - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Revenue						
PTT - County Tran System - Bus	75,000	148,597	209,000	60,403	200,000	(9,000)
PTT - County Tran System - Roads	-	1,495,390	1,294,436	(200,954)	500,000	(794,436)
Total Revenue	75,000	1,643,987	1,503,436	(140,551)	700,000	(803,436)
Expense						
Operating Expense						
Other Contracted Services	-	1,438,140	1,498,140	60,000	373,166	(1,124,974)
Bus Circulator Expense	210,388	180,000	209,000	29,000	210,000	1,000
Total Operating Expense	210,388	1,618,140	1,707,140	89,000	583,166	(1,123,974)
Capital						
Bus Shelters	-	20,000	20,000	-	-	(20,000)
Cairo Lane	-	-	-	-	800,000	800,000
Total Capital	-	20,000	20,000	-	800,000	780,000
Contingency						
Working Capital Reserve	-	5,847	-	(5,847)	-	-
Total Contingency	-	5,847	-	(5,847)	-	-
Total Expense	210,388	1,643,987	1,727,140	83,153	1,383,166	(343,974)
(Use Of)/Add To Fund Balance	(135,388)	-	(223,704)	(223,704)	(683,166)	(459,462)
Fund Balance - Unassigned						
Beginning	1,343,940	1,208,552	1,208,552	-	984,848	(223,704)
(Use Of)/Add To Fund Balance	(135,388)	-	(223,704)	(223,704)	(683,166)	(459,462)
Ending	1,208,552	1,208,552	984,848	(223,704)	301,682	(683,166)



People's Transportation Plan - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Contracted Services	Road Resurfacing – Phase V – See General Fund CIP Section	113,166
	Sidewalks – See General Fund CIP Section	260,000
	Total	373,166
Bus Circulator	Community bus	210,000
Cairo Lane	See Governmental CIP Section	800,000

Special Law Enforcement





SPECIAL LAW ENFORCEMENT FUND

Mission – Police Department can receive funds from participation in joint-agency investigations where assets associated with criminal activities are seized and subsequently liquidated with a share of the proceeds going to the Police Department. The uses to which these funds can be applied is greatly restricted, resulting in an accumulation of cash over time.

Goal – Identification of acceptable usages for which these funds can be fully utilized

Current Year Accomplishments

- \$10,000 to be used for training opportunities.

FY 21 Objectives

- Identification of acceptable usages for which these funds can be fully utilized

Measurements

- Identification of significant acceptable usages for which these funds can be utilized –
Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Special Law Enforcement Fund - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Revenue						
Law Enforcement Training	2,395	-	-	-	-	-
Court Forfeiture	9,310	-	-	-	-	-
Total Revenue	11,705	-	-	-	-	-
Total Funding	11,705	-	-	-	-	-
Expense						
Operating Expense						
General Expenses	4,406	-	-	-	-	-
Educational Costs	-	10,000	-	(10,000)	-	-
Total Operating Expense	4,406	10,000	-	(10,000)	-	-
Total Expense	4,406	10,000	-	(10,000)	-	-
(Use Of)/Add To Fund Balance	7,299	(10,000)	-	10,000	-	-
Fund Balance - Unassigned						
Beginning	663,431	670,730	670,730	-	670,730	-
(Use Of)/Add To Fund Balance	7,299	(10,000)	-	10,000	-	-
Ending	670,730	660,730	670,730	10,000	670,730	-

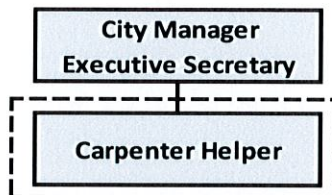
Town Center





TOWN CENTER

Mission – Provide clean, safe, attractive work spaces for City staff and visitors to the building. Work with tenants to ensure their issues are handled in a timely and equitable manner. This is a sub-unit of the General Fund and is rolled up into the General Fund for external reporting. It doesn't have a separate Unassigned Fund Balance.



Goal – A safe, attractive, cost-effective building providing excellent working conditions for staff and a welcoming environment for tenants and visitors while generating sufficient rental income to cover all costs.

Current Year Accomplishments

- Enhanced emergency generator equipment to ensure that Police Department, located in the building, will have sufficient power to fulfill duties in emergencies when external power is lost.
- Upgraded fire detection alarm system to enhance safety and eliminate fire inspection violations
- Maximized safety of staff by taking extraordinary steps to sanitize the building in response to COVID-19, both utilizing the janitorial staff to continuously sanitize the offices and also deep cleaning the building in response to employees testing positive for the virus.
- Painted building exterior to improve appearance and enhance the neighborhood
- Had IT install personal temperature monitoring equipment to identify staff and visitors who might be COVID-19 contagious

FY 21 Objectives

- Hire a property manager to maximize tenant occupancy, resolve tenant issues and otherwise provide guidance in the rental of building offices.
- 100% occupancy of rentable offices
- Subdivide building into condominiums to be fully recorded with the County by December 31, 2020 to limit building property tax liability to only those units occupied by "for-profit" tenants
- Have an energy audit conducted
- Upgrade of interior conditions to better reflect a positive City of Opa-locka image

Measurements

- Occupancy – Target = 90% of available rental square footage
- Under management of a property manager – Target = 90% of the time
- Sub-divided deeds for all components of the building recorded with the County by December 31, 2020



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Town Center - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Revenue						
Rent -SF Workforce	-	78,602	14,152	(64,450)	42,456	28,304
Rent - Art Academy Of Excellence	83,236	215,408	45,756	(169,652)	45,756	-
Rent - S FL School Of Excellence	34,375	-	132,956	132,956	132,956	-
Total Revenue	117,611	294,010	192,864	(101,146)	221,168	28,304
Transfer-In						
Transfer In From General Fund	326,276	379,155	375,804	(3,351)	430,023	54,219
Adjustment	-	(4,647)	-	4,647	-	-
Total Transfer-In	326,276	374,508	375,804	1,296	430,023	54,219
Total Funding	443,887	668,518	568,668	(99,850)	651,191	82,523
Expense						
Salary	12,363	29,120	29,344	224	29,232	(112)
Benefits	927	10,190	10,161	(29)	11,108	948
Total Compensation	13,290	39,310	39,505	195	40,340	836
Operating Expense	616,058	560,000	435,052	(124,948)	508,000	72,948
Contingency	-	20,000	-	(20,000)	-	-
Total Expense Ex Transfer Out	629,348	619,310	474,557	(144,753)	548,340	73,784
Transfer Out	48,911	49,208	94,111	44,903	102,851	8,739
Total Expense	678,259	668,518	568,668	(99,850)	651,191	82,523
Over / (Under)	(234,372)	-	-	-	-	-



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Town Center - Expense

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Regular	12,297	29,120	29,344	224	29,232	(112)
Salaries - Overtime	66	-	-	-	-	-
Total Salaries	12,363	29,120	29,344	224	29,232	(112)
<u>Benefits</u>						
FICA	936	2,228	2,244	16	2,236	(8)
Retirement	-	2,466	2,485	19	2,923	438
Life And Health Insurance	(9)	5,496	5,431	(65)	5,949	518
Total Benefits	927	10,190	10,161	(29)	11,108	948
Total Compensation	13,290	39,310	39,505	195	40,340	836
<u>Operating Expense</u>						
Other Contracted Services	177,329	263,000	267,247	4,247	208,000	(59,247)
Electric, Gas, Water	71,487	80,000	95,500	15,500	85,000	(10,500)
Repair & Maintenance - Building	367,242	67,000	72,305	5,305	55,000	(17,305)
Real Estate Tax	-	150,000	-	(150,000)	160,000	160,000
Total Operating Expense	616,058	560,000	435,052	(124,948)	508,000	72,948
<u>Contingency</u>						
Fund Balance Reserve	-	20,000	-	(20,000)	-	-
Total Contingency	-	20,000	-	(20,000)	-	-
Total Expense Ex Transfer Out	629,348	619,310	474,557	(144,753)	548,340	73,784
<u>Transfer Out</u>						
Information Tech Charge	1,585	2,502	4,540	2,038	4,499	(41)
Insurance Charge - Risk	42,795	42,795	72,866	30,071	80,495	7,629
Vehicle Service Charge	4,531	3,911	-	(3,911)	-	-
Reimbursement - Administrative	-	-	16,705	16,705	17,856	1,151
Reimbursement - Electric	-	-	-	-	-	-
Total Transfer Out	48,911	49,208	94,111	44,903	102,851	8,739
Total Expense	678,259	668,518	568,668	(99,850)	651,191	82,523



Town Center - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Contracted Services	Security services	138,000
	Janitorial services	54,000
	Elevator maintenance	10,000
	Fire services	4,000
	Total	208,000
Electric, Gas, Water	Electricity	75,000
	Water	9,500
	Gas	500
	Total	85,000
Building Repair & Maintenance	Unplanned repairs	55,000
Real Estate Tax	Property tax results from "for-profit" tenant. City will receive back one-third as City property tax. Condominium units to be established to address this problem.	160,000
Information Technology Charge	Payment to the Information Technology Internal Service Fund for IT support	4,499
Insurance Charge	Payment to the Risk Management Internal Service Fund for insurance	80,495
Reimbursement - Administrative	Payment to the General Fund for administrative support	17,856

Water Sewer Summary





**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Water Sewer Fund - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Funding</u>						
Revenue - Ex Grants	9,483,840	12,008,616	12,860,318	851,702	11,201,096	(1,659,222)
Grants	14,963	692,488	214,788	(477,700)	479,934	265,146
Loans	348,558	4,304,308	389,936	(3,914,372)	2,800,966	2,411,030
Transfer In	-	344,972	344,972	-	-	(344,972)
Total Funding	9,847,361	17,350,384	13,810,014	(3,540,370)	14,481,996	671,982
<u>Expense</u>						
Salary	638,170	918,560	700,272	(218,288)	802,268	101,996
Benefits	220,113	288,701	211,427	(77,274)	271,025	59,597
Total Compensation	858,283	1,207,261	911,699	(295,562)	1,073,293	161,593
Operating Expense	6,583,918	6,656,007	6,046,056	(609,951)	6,295,106	249,050
Capital	1,161,664	5,306,300	1,517,190	(3,789,110)	3,550,400	2,033,210
Debt Service	781,339	2,060,000	1,974,565	(85,435)	1,974,565	-
Contingency	27,644	798,052	10,000	(788,052)	662,612	652,612
Total Expense Ex Transfer Out	9,412,848	16,027,620	10,459,510	(5,568,110)	13,555,976	3,096,466
Transfer Out	1,158,786	1,322,764	832,396	(490,368)	926,020	93,625
Total Expense	10,571,634	17,350,384	11,291,906	(6,058,478)	14,481,996	3,190,091
(Use of)/Add To Working Capital	(724,273)	-	2,518,108	2,518,108	-	(2,518,109)
<u>Working Capital</u>						
Beginning	(1,322,857)	(2,047,130)	(2,047,130)	-	470,978	2,518,108
Working Capital Adjustments	(724,273)	-	2,518,108	2,518,108	-	(2,518,108)
Ending	(2,047,130)	(2,047,130)	470,978	2,518,108	470,978	-



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Water & Sewer - Revenue

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Revenue						
Water Revenue	4,060,977	5,326,094	5,818,940	492,846	5,140,608	(678,332)
Fire Line Charge	611	1,500	1,500	-	1,500	-
Fire Hydrant Charge	42,237	2,000	-	(2,000)	-	-
Returned Checks	12,434	1,000	1,000	-	1,000	-
Returned Check Charge	1,123	1,000	1,000	-	1,000	-
Re-Connect Fee	75	-	-	-	-	-
Lock Meter Fee	80	-	-	-	-	-
Plug Line Fee	300	-	-	-	-	-
Broken Lock Fee	50	-	-	-	-	-
New Service Application	600	1,000	1,000	-	1,000	-
Water Sewer Verification	2,800	2,400	2,400	-	2,400	-
Water Service Installation	14,784	6,000	6,000	-	6,000	-
Non-Ad Valorem Fire	-	97,788	64,000	(33,788)	95,000	31,000
Sewer Revenue	4,627,678	5,714,370	6,225,576	511,206	5,303,940	(921,636)
Other Miscellaneous Revenue	10,612	1,000	1,000	-	1,000	-
DERM Revenue Service Fee	689,927	838,964	722,402	(116,562)	632,148	(90,254)
Excise Tax	17,324	15,000	15,000	-	15,000	-
Miami-Dade Lien Release	295	250	250	-	250	-
Opa-locka Lien Release	1,933	250	250	-	250	-
Total Revenue Ex Grants	9,483,840	12,008,616	12,860,318	851,702	11,201,096	(1,659,222)
Grants						
Federal Grants	-	214,788	214,788	-	-	(214,788)
State Revolving Fund - Grants	14,963	477,700	-	(477,700)	479,934	479,934
Total Grants	14,963	692,488	214,788	(477,700)	479,934	265,146
Total Revenue	9,498,803	12,701,104	13,075,106	374,002	11,681,030	(1,394,076)
Loans						
State Revolving Loan - Water	348,558	4,304,308	389,936	(3,914,372)	2,800,966	2,411,030
Total Loans	348,558	4,304,308	389,936	(3,914,372)	2,800,966	2,411,030
Total Transfer In						
Transfer In From CRA	-	344,972	344,972	-	-	(344,972)
Total Transfer In	-	344,972	344,972	-	-	(344,972)
Total Funding	9,847,361	17,350,384	13,810,014	(3,540,370)	14,481,996	671,982



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Water-Sewer - Total Expense

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Executive	169,981	182,500	-	(182,500)	52,702	52,702
Regular	456,141	693,460	656,236	(37,224)	708,463	52,227
Part-Time	-	17,000	32,436	15,436	22,253	(10,183)
Overtime	12,048	25,600	11,600	(14,000)	18,850	7,250
Total Salaries	638,170	918,560	700,272	(218,288)	802,268	101,996
Benefits						
FICA	45,855	68,766	53,571	(15,195)	61,375	7,804
Retirement	64,359	76,136	59,313	(16,823)	80,227	20,914
Life & Health	109,899	143,799	98,543	(45,256)	129,423	30,879
Total Benefits	220,113	288,701	211,427	(77,274)	271,025	59,597
Total Compensation	858,283	1,207,261	911,699	(295,562)	1,073,293	161,593
Operating Expense	6,583,918	6,656,007	6,046,056	(609,951)	6,295,106	249,050
Capital	1,161,664	5,306,300	1,517,190	(3,789,110)	3,550,400	2,033,210
Debt Service	781,339	2,060,000	1,974,565	(85,435)	1,974,565	-
Contingency	27,644	798,052	10,000	(788,052)	662,612	652,612
Total Expense Ex Transfer Out	9,412,848	16,027,620	10,459,510	(5,568,110)	13,555,976	3,096,466
Transfer Out	1,158,786	1,322,764	832,396	(490,368)	926,020	93,625
Total Expense	10,571,634	17,350,384	11,291,906	(6,058,478)	14,481,996	3,190,091
Divisions						
Water Distribution	2,433,902	3,208,492	2,338,350	(870,142)	2,581,037	242,687
Wastewater Collection & Trans.	3,487,395	3,679,912	3,551,732	(128,180)	3,712,203	160,471
Water-Sewer Finance / Cust Service	3,134,100	4,606,925	3,731,243	(875,682)	4,385,456	654,213
Service Line & Meter Maintenance	256,115	318,840	126,328	(192,512)	264,126	137,798
Water-Sewer CIP	1,260,122	5,536,215	1,544,252	(3,991,963)	3,539,175	1,994,922
Total Expense	10,571,634	17,350,384	11,291,906	(6,058,478)	14,481,996	3,190,091

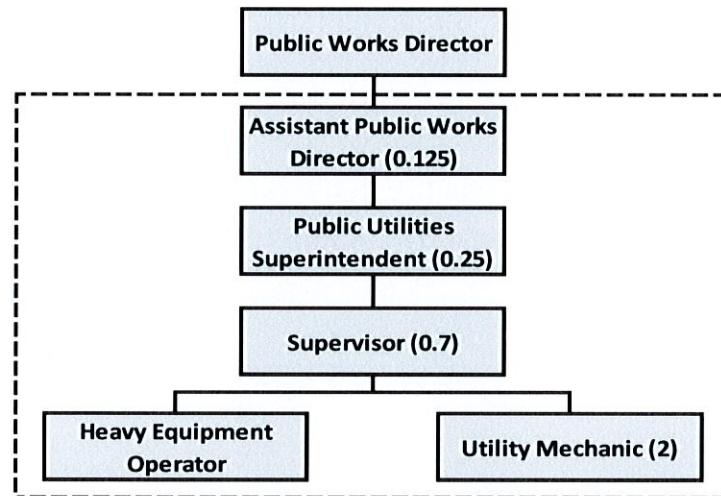
Water Distribution Division





WATER DISTRIBUTION

Mission – Cost-effective delivery of safe drinking water and fire suppression water



Goal – Water distribution infrastructure providing safe drinking with a water loss percentage less than 10% and delivering water at an appropriate pressure to a fully functional hydrant network to provide excellent fire protection capability throughout the service area.

Current Year Accomplishments

- Repaired several large volume leaks which in aggregate reduced water loss by approximately 12%
- Repaired/replace 50 fire hydrants
- Installed three hydro flusher units to circulate water at critical junctures in the distribution system to prevent water from becoming immobile for extended periods to maintain water quality
- Water quality surpassed standards established as part of annual testing requirements

FY 21 Objectives

- Repair / replace one hundred fire hydrants.
- Conduct a leak study to further reduce water loss
- Initiate a program of valve exercising to ensure major valves are fully operational
- Achieve a passing grade in response to annual testing requirements

Measurements

- Water loss – Target = 18% (Currently 24%)
- Hydrant repairs / replacements – Target = 100 hydrants
- Valves exercised – Target = 50 valves
- Water quality – Target = Pass



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Water-Sewer - Water Distribution

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries - Executive	-	68,000	-	(68,000)	-	-
Salaries - Regular	-	65,458	112,707	47,249	144,129	31,422
Salaries - Overtime	-	1,000	1,000	-	1,000	-
Total Salaries	-	134,458	113,707	(20,751)	145,129	31,422
Benefits						
FICA	-	10,210	8,699	(1,511)	11,104	2,405
Retirement	7,903	11,304	9,631	(1,673)	14,513	4,882
Life And Health Insurance	10,338	25,626	16,640	(8,986)	24,525	7,885
Total Benefits	18,241	47,140	34,970	(12,170)	50,142	15,172
Total Compensation	18,241	181,598	148,677	(32,921)	195,271	46,594
Operating Expense						
DERM Service Fee - Pass-Through	649,800	838,964	722,402	(116,562)	632,148	(90,254)
Other Professional Services	53,770	115,000	37,446	(77,554)	28,000	(9,446)
Other Contracted Services	110,051	165,583	77,688	(87,895)	70,000	(7,688)
Uniform Rental/Laundry	307	1,000	408	(592)	1,248	840
Purchase Of Water	1,418,526	1,500,260	1,258,229	(242,031)	1,532,870	274,641
Rentals & Leases	465	1,500	1,500	-	1,500	-
Repairs - Machinery & Equipment	13,064	20,000	15,000	(5,000)	15,000	-
Machinery & Equipment	3,325	-	-	-	-	-
Operating Expense	12	-	-	-	-	-
Equipment Replacement	98	-	-	-	-	-
Special Supplies	309	500	500	-	500	-
Small Tools & Supplies	708	1,500	1,500	-	2,100	600
Total Operating Expense	2,250,435	2,644,307	2,114,673	(529,634)	2,283,366	168,693
Capital						
Improvements Other Than Buildings	-	1,000	-	(1,000)	-	-
Fire Hydrants	81,156	250,000	60,000	(190,000)	100,000	40,000
Machinery & Equipment	10,965	15,000	15,000	-	-	(15,000)
Computer Equipment	-	-	-	-	2,400	2,400
Total Capital	92,121	266,000	75,000	(191,000)	102,400	27,400
Contingency						
Water Reserve	-	40,069	-	(40,069)	-	-
Total Contingency	-	40,069	-	(40,069)	-	-
Total Expense Ex Transfer Out	2,360,797	3,131,974	2,338,350	(793,624)	2,581,037	242,687
Transfer Out						
Information Tech Charge	5,901	9,314	-	(9,314)	-	-
Insurance Charge - Risk	24,494	24,494	-	(24,494)	-	-
Vehicle Service Charge	42,710	42,710	-	(42,710)	-	-
Total Transfer Out	73,105	76,518	-	(76,518)	-	-
Total Expense	2,433,902	3,208,492	2,338,350	(870,142)	2,581,037	242,687



Water-Sewer – Water Distribution - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
DERM Service Fee	6% Miami-Dade Department of Environmental Resources Management (DERM) Surcharge on Water-Sewer revenue which is collected on behalf of the County and passed on to the County	632,148
Other Professional Services	Consultant – water quality	15,000
	Water testing	11,000
	Underground utility locator services	2,000
	Total	28,000
Other Contracted Services	Leak detection study	50,000
	Water main repair assistance	10,000
	Other	10,000
	Total	70,000
Uniform Rental / Laundry	Employee uniform rental - \$6.00 per employee per week	1,248
Water purchase	835 million gallons with a 6.17% rate increase. Gallons assume a 1% decrease due to investment in reducing water loss. Also includes a credit of \$83,133 from County truing up FY 19 charges.	1,532,870
Rentals & Leases	Pumps, excavators	1,500
Repairs – Machinery & Equipment	Miscellaneous unplanned repairs	15,000
Special Supplies	Protective clothing for hazardous worksites	500
Small Tools & Supplies	Portable 4" Pumps (2)	600
	Other	1,500
	Total	2,100
Fire Hydrants	Fire hydrant repairs	100,000
Computers	Two computers for supervisors	2,400

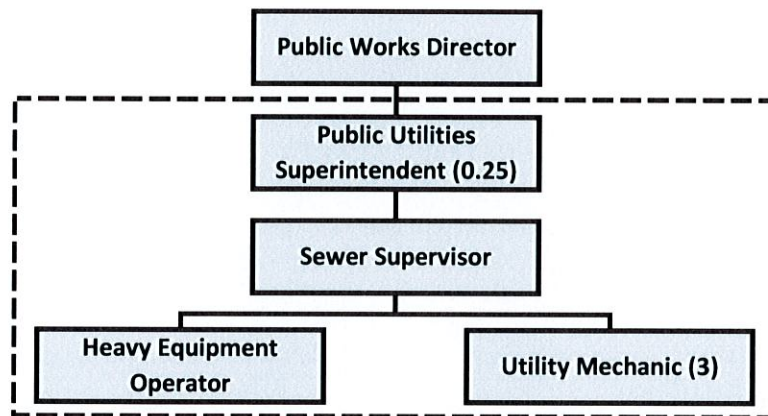
Wastewater Collection & Transmission Division





WASTEWATER COLLECTION & TRANSMISSION

Mission – Cost-effective and sanitary collection and transmission of wastewater while providing excellent customer service in working with customers in regard to wastewater issue.



Goal – Wastewater collection and transmission infrastructure with an Inflow and Infiltration (I&I) rate of less than 20% of total wastewater processed with implementation of Supervisory Control and Data Acquisition (SCADA) technology.

Current Year Accomplishments

- Major sewer relining projects (21,142 feet) in remaining four sewer collection basins to meet DERM requirements to allow removal of moratorium on new sewer connections.

FY 21 Objectives

- Development of a sanitary sewer hydraulic model for compliance with DERM consent agreement
- Flow test the four most recently relined collection basins (#4, #5, #7 & #8) to remove them from the moratorium on new connections
- Perform smoke testing in Collection Basin #6 to identify and rectify sources of inflow and infiltration
- Clean 100,000 feet of sanitary sewer mains
- Paint the three above-ground pump station buildings
- Apply for wastewater loans and/or grants

Measurements

- I&I loss percentage – Target 30% (Currently 42%)
- Sanitary sewer mains cleaned – Target = 100,000 feet
- Loans and/or grants – Target = Minimum of one application.



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Wastewater Collection & Transmission

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries - Executive	65,000	-	-	-	-	-
Salaries - Regular	67,314	201,100	151,324	(49,776)	172,642	21,318
Salaries - Overtime	9,980	20,000	8,000	(12,000)	6,000	(2,000)
Total Salaries	142,294	221,100	159,324	(61,776)	178,642	19,318
Benefits						
FICA	10,397	17,138	12,188	(4,950)	13,665	1,477
Retirement	20,682	18,975	13,495	(5,480)	17,864	4,369
Life And Health Insurance	21,265	34,977	27,166	(7,811)	35,960	8,794
Total Benefits	52,344	71,090	52,848	(18,242)	67,489	14,641
Total Compensation	194,638	292,190	212,172	(80,018)	246,131	33,959
Operating Expense						
Other Professional Services	6,105	28,000	5,000	(23,000)	190,000	185,000
Other Contracted Services	507,770	310,000	226,142	(83,858)	232,000	5,858
Uniform Rental/Laundry	177	1,000	612	(388)	1,872	1,260
Electric, Gas, Water	84,662	78,500	95,000	16,500	95,000	-
Sewage Disposal	2,413,902	2,295,000	2,848,296	553,296	2,800,700	(47,596)
Rentals & Leases	18,210	25,000	5,000	(20,000)	5,000	-
Repair & Maintenance - Building	5,520	15,000	29,000	14,000	12,000	(17,000)
Clothing & Uniform Expense	-	500	510	10	500	(10)
Maintenance	168,147	76,000	76,000	-	76,000	-
Chemicals/Horticultural	2,521	3,500	3,500	-	2,500	(1,000)
Small Tools & Supplies	13	500	500	-	500	-
Total Operating Expense	3,207,027	2,833,000	3,289,560	456,560	3,416,072	126,512
Capital						
Lift Station #7 Improvements	-	214,788	-	(214,788)	-	-
Machinery & Equipment	32,810	40,000	40,000	-	40,000	-
Total Capital	32,810	254,788	40,000	(214,788)	40,000	-
Contingency						
Reserve Sick/Accrual	-	17,500	10,000	(7,500)	10,000	-
Sewer Reserve	-	222,815	-	(222,815)	-	-
Total Contingency	-	240,315	10,000	(230,315)	10,000	-
Total Expense Ex Transfer Out	3,434,475	3,620,293	3,551,732	(68,561)	3,712,203	160,471
Transfer Out						
Information Tech Charge	12,635	19,943	-	(19,943)	-	-
Insurance Charge - Risk	22,694	24,494	-	(24,494)	-	-
Vehicle Service Charge	17,591	15,182	-	(15,182)	-	-
Total Transfer Out	52,920	59,619	-	(59,619)	-	-
Total Expense	3,487,395	3,679,912	3,551,732	(128,180)	3,712,203	160,471



Water-Sewer – Wastewater Collection & Transmission - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Sanitary Sewer Flow Modeling	130,000
	Grant writing services	60,000
	Total	190,000
Other Contracted Services	Smoke Testing	50,000
	Manhole Relining	60,000
	Rebuilding Pumps (4)	32,000
	Grinder Pumps (6)	60,000
	Other Unplanned Requirements	20,000
	Total	222,000
Uniform Rental / Laundry Service	Employee uniforms - \$6.00 per employee per week	1,872
Electric, Gas, Water	Electricity for 19 pump stations	95,000
Sewage disposal	866 million gallons with a 3.18% price increase. Assumes a 5% I&I improvement due to relining investment. Also includes a \$79,477 credit from County truing up FY 19 charges.	2,800,700
Rentals & Leases	Pump Rentals	5,000
Repairs & Maintenance - Buildings	Pump Station 11C – Roof Repair	8,000
	Other	4,000
	Total	12,000
Clothing & Uniform Expense	Protective clothing – hazardous work conditions	500
Maintenance	Unplanned repairs	76,000
Chemicals / Horticultural	Degreasers and disinfectants	2,500
Small Tools & Supplies	Miscellaneous	500
Machinery & Equipment	Portable Generator	40,000
Leave Pay-Out	Cash out for excess accumulated earned leave for enterprise fund staff	10,000

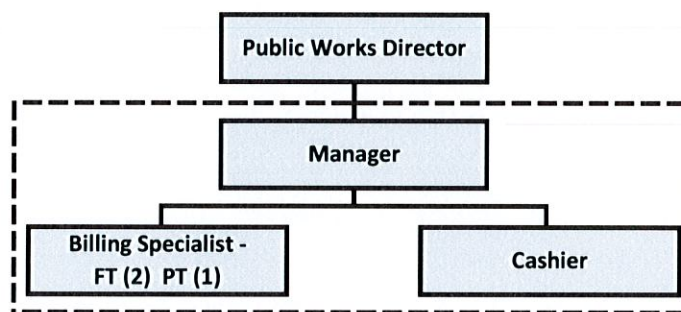
Water-Sewer Finance & Customer Service Division





WATER-SEWER FINANCE

Mission – Resolve \$7.2 million of delinquency incurred by City utility customers previously billed by the City but now billed by the County. Delinquency exists on customers' former closed City accounts, unrelated to their current accounts managed by the County. Resolve new customer issues on accounts billed by County. Division also serves as the recording division for Water-Sewer fund general issues such as litigation matters, debt service and the transfer out of payment due to other funds for services provided to the Water-Sewer fund. Division also provides cashiering services for utility and other payments due to the City.



Goal – Identify delinquent accounts deemed to be potentially accurate and collectible and implement collection procedures

Current Year Accomplishments

- Moved from Finance to Public Works to increase focus on collection issues
- Payment plans for 90 customers implemented

FY 21 Objectives

- Identify former customers with potentially collectible accounts, i.e., accurate accounts with customer still residing at the address where service was provided and implement collection procedures
- Evaluate feasibility of obtaining court judgments against tenants with unresolved delinquencies
- Evaluate feasibility of amending City Code to permit sale of liens for property owners with unresolved delinquencies

Measurements

- Accounts brought into payment status – Target = 100 new accounts brought current or on payment plans



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Water-Sewer - Finance / Customer Service

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Regular	235,520	247,576	200,118	(47,458)	199,355	(763)
Salaries - Part Time	-	17,000	32,436	15,436	22,253	(10,183)
Salaries - Overtime	1,933	600	600	-	600	-
Total Salaries	237,453	265,176	233,154	(32,022)	222,208	(10,946)
<u>Benefits</u>						
FICA	17,457	18,940	17,836	(1,104)	17,000	(836)
Retirement	21,597	20,970	19,748	(1,222)	22,221	2,473
Life And Health Insurance	33,963	40,384	27,424	(12,960)	29,910	2,486
Total Benefits	73,017	80,294	65,008	(15,286)	69,131	4,122
Total Compensation	310,470	345,470	298,162	(47,308)	291,339	(6,824)
<u>Operating Expense</u>						
Accounting & Auditing	40,242	62,500	62,500	-	27,500	(35,000)
Other Contracted Services	372,980	480,000	391,420	(88,580)	290,320	(101,100)
Excise Tax To County	106,840	15,000	15,000	-	15,000	-
Postage & Freight	24,098	15,000	200	(14,800)	100	(100)
General Expenses	11,586	1,000	1,000	-	1,000	-
Office Supplies	1,601	3,500	1,000	(2,500)	1,000	-
Lien Recording Charge	-	5,000	1,000	(4,000)	1,000	-
Legal Counsel	488,694	150,000	144,000	(6,000)	200,000	56,000
Legal Settlements	-	355,000	-	(355,000)	-	-
Credit Card Fee	70,578	36,000	10,000	(26,000)	5,000	(5,000)
Total Operating Expense	1,116,619	1,123,000	626,120	(496,880)	540,920	(85,200)
<u>Debt Service</u>						
State Revolving Loan	781,339	800,000	773,473	(26,527)	773,473	-
Debt Due To Miami Dade	-	1,260,000	1,201,092	(58,908)	1,201,092	-
Total Debt Service	781,339	2,060,000	1,974,565	(85,435)	1,974,565	-
<u>Contingency</u>						
Total Contingency	-	-	-	-	652,612	652,612
Total Expense Ex Transfer Out	2,208,428	3,528,470	2,898,847	(629,623)	3,459,436	560,588
<u>Transfer Out</u>						
Information Tech Charge	13,693	22,266	90,575	68,309	89,758	(817)
Insurance Charge - Risk	898,886	1,033,719	290,640	(743,079)	342,227	51,587
Rental Expense - TCO	13,093	22,470	3,614	(18,856)	4,135	521
Vehicle Service Charge	-	-	114,301	114,301	133,674	19,374
Admin Expense To Gen Fund	-	-	333,266	333,266	356,226	22,960
Total Transfer Out	925,672	1,078,455	832,396	(246,059)	926,020	93,625
Total Expense	3,134,100	4,606,925	3,731,243	(875,682)	4,385,456	654,213



Water-Sewer - Finance - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Accounting & Auditing	Enterprise share of audit fees – Two audits	27,500
Other Contracted Services	Armored car services	10,320
	Financial consultants	100,000
	County water-sewer billing charges	180,000
	Total	290,320
Excise Tax	Billed and collected on behalf of the County – Pass through	15,000
Postage	Miscellaneous	100
General Expense	Credit card machine, checks, returned checks	1,000
Office Supplies	Miscellaneous	1,000
Lien Recording Charges	Charges to file liens on delinquent water accounts	1,000
Legal Counsel	Legal counsel representing City on utility billing legal issues	200,000
Credit Card Fees	Credit card processor fees	5,000
State Revolving Loan	Debt Service – SRL – CS12080000	106,480
	Debt Service – SRL – WW-800050	139,240
	Debt Service – SRL – WW-130300	31,288
	Debt Service – SRL – WW-130301	333,090
	Debt Service – SRL – DW-130330	5,225
	Debt Service – SRL – DW-130331	158,150
	Total	773,473
Debt Due To Miami-Dade	Payment for prior water purchased and wastewater processed	1,201,092
Contingency	Contingency for Water-Sewer Fund for unanticipated additional expenditures or revenue shortfalls	652,612
Information Technology Charge	Payment to Information Technology Internal Services Fund for IT support	89,758
Insurance	Payment to Risk Management Internal Services Fund for insurance	342,227
Town Center Occupancy	Water-Sewer staff Town Center occupancy charges	4,135
Vehicle Service Charge	Payment for vehicle maintenance charges	133,674
General Fund Administrative Services	Payment to the General Fund administrative services received by the Water-Sewer Fund	356,226

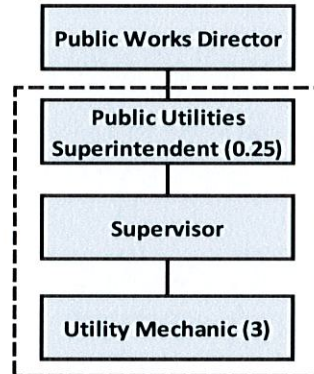
Water Service Line & Meter Maintenance Division





WATER SERVICE LINE & METER MAINTENANCE

Mission – Maintain water distribution services for service lines running from water mains to customer meters, including maintenance of meter boxes. Provide excellent customer service in responding to customer water service issues.



Goal – Minimal service line and meter box water loss and timely response to customer water service issues

Current Year Accomplishments

- Repaired / replaced 60 water service lines
- Installed 400 meter boxes to protect meters from surrounding dirt and environmental conditions.

FY 21 Objectives

- Repair / replace 200 water service lines to improve delivery of water
- Bring 100 meter boxes up to grade level to lessen intrusion of dirt which buries the meters and impedes meter reading

Measurements

- Service line repair / replacement – Target = 200 service lines
- Restoration of meter boxes to grade level – Target = 100 meter boxes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Water-Sewer - Service Lines & Meter Maintenance

Account Title	FY 19	FY 20			FY 21	
	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries - Regular	108,307	134,326	81,241	(53,085)	137,125	55,884
Salaries - Overtime	135	4,000	2,000	(2,000)	11,250	9,250
Total Salaries	108,442	138,326	83,241	(55,085)	148,375	65,134
Benefits						
FICA	7,784	10,276	6,368	(3,908)	11,350	4,982
Retirement	11,758	11,377	7,051	(4,326)	14,838	7,787
Life And Health Insurance	36,549	20,983	16,261	(4,722)	26,816	10,555
Total Benefits	56,091	42,636	29,679	(12,957)	53,003	23,324
Total Compensation	164,533	180,962	112,920	(68,042)	201,378	88,458
Operating Expense						
Uniform Rental/Laundry	326	4,600	408	(4,192)	1,248	840
Rentals & Leases	-	2,000	-	(2,000)	500	500
Service Line Repair & Maintenance	-	-	-	-	50,000	50,000
Machinery & Equipment	8,649	4,000	-	(4,000)	-	-
Operating Expense	-	10,000	10,000	-	-	(10,000)
Small Tools Minor Equipment	12	30,000	3,000	(27,000)	3,000	-
Total Operating Expense	8,987	50,600	13,408	(37,192)	54,748	41,340
Capital						
Equipment	-	3,600	-	(3,600)	8,000	8,000
Total Capital	-	3,600	-	(3,600)	8,000	8,000
Total Expense Ex Transfer Out	173,520	235,162	126,328	(108,834)	264,126	137,798
Transfer Out						
Information Tech Charge	12,635	19,943	-	(19,943)	-	-
Insurance Charge - Risk	24,494	24,494	-	(24,494)	-	-
Vehicle Service Charge	45,466	39,241	-	(39,241)	-	-
Total Transfer Out	82,595	83,678	-	(83,678)	-	-
Total Expense	256,115	318,840	126,328	(192,512)	264,126	137,798



Water-Sewer – Service Line & Meter Maintenance - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Uniform Rental / Laundry	Employee uniform rental - \$6.00 per employee per week	1,248
Rentals & Leases	Miscellaneous	500
Service Line Repair & Maintenance	Parts	15,000
	Line replacement	30,000
	Meter box replacement	5,000
	Total	50,000
Small Tools Minor Equipment	Miscellaneous	3,000
Equipment	Light tower	8,000

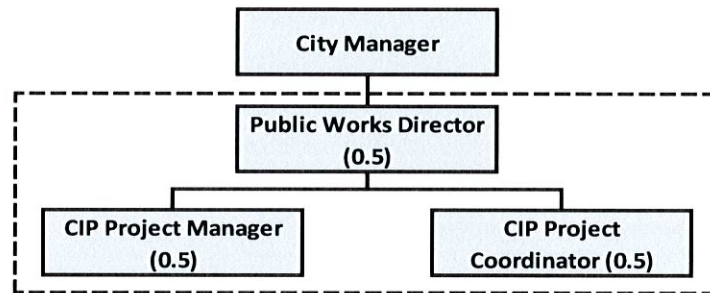
Water-Sewer CIP Division





WATER-SEWER CAPITAL IMPROVEMENT PROGRAM

Mission – Identify and respond to City infrastructure requirements through development of prioritized cost-effective projects, including identifying funding sources (loans, grants).



Goal – Continuous progress in improving City infrastructure.

Current Year Accomplishments

- Cairo Lane - Assessment (See Water-Sewer CIP Section)
- Zone 1-6 Assessment & Design Review (See Water-Sewer CIP Section)
- Pump Station # 4 Collection Basin Sewer Main Relining (See Water-Sewer CIP Section)
- Pump Station # 5 Collection Basin Sewer Main Relining (See Water-Sewer CIP Section)
- Pump Station # 7 Collection Basin Sewer Main Relining (See Water-Sewer CIP Section)
- Pump Station # 8 Collection Basin Sewer Main Relining (See Water-Sewer CIP Section)

FY 21 Objectives

- Cairo Lane – Complete Project (See Water-Sewer CIP Section)
- Zone 1-6 Assessment & Design Review (See Water-Sewer CIP Section)
- Obtain State funding commitment to future year projects

Measurements

- Project completed on time within original adopted budget
- Obtain State funding commitment to future year project



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Water Sewer - Capital Improvement Program (CIP)

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Executive	104,981	114,500	-	(114,500)	52,702	52,702
Salaries - Regular	45,000	45,000	110,846	65,846	55,212	(55,634)
Total Salaries	149,981	159,500	110,846	(48,654)	107,914	(2,932)
<u>Benefits</u>						
FICA	10,217	12,202	8,480	(3,722)	8,256	(224)
Retirement	2,419	13,510	9,389	(4,121)	10,791	1,403
Life And Health Insurance	7,784	21,829	11,053	(10,776)	12,213	1,160
Total Benefits	20,420	47,541	28,921	(18,620)	31,261	2,339
Total Compensation	170,401	207,041	139,767	(67,274)	139,175	(593)
<u>Operating Expense</u>						
Vehicle Lease/Purchase	850	5,100	2,295	(2,805)	-	(2,295)
Total Operating Expense	850	5,100	2,295	(2,805)	-	(2,295)
<u>Capital</u>						
SRF Projects - Wastewater	-	1,148,970	412,254	(736,716)	-	(412,254)
Cairo Lane	967,117	300,000	100,000	(200,000)	2,900,000	2,800,000
Zone 6	-	1,127,669	-	(1,127,669)	500,000	500,000
Zone 1 & 2	-	1,727,669	289,936	(1,437,733)	-	(289,936)
Burlington Canal	-	477,604	-	(477,604)	-	-
Zone 2 Road Repairs	69,616	-	-	-	-	-
Pump Station #4 Basin Lining	-	-	600,000	600,000	-	(600,000)
Total Capital	1,036,733	4,781,912	1,402,190	(3,379,722)	3,400,000	1,997,810
<u>Contingency</u>						
Working Capital Reserve	27,644	517,668	-	(517,668)	-	-
Total Contingency	27,644	517,668	-	(517,668)	-	-
Total Expense Ex Transfer Out	1,235,628	5,511,721	1,544,252	(3,967,469)	3,539,175	1,994,922
<u>Transfer Out</u>						
Information Tech Charge	-	-	-	-	-	-
Insurance Charge - Risk	24,494	24,494	-	(24,494)	-	-
Total Transfer Out	24,494	24,494	-	(24,494)	-	-
Total Expense	1,260,122	5,536,215	1,544,252	(3,991,963)	3,539,175	1,994,922



Water-Sewer – CIP - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Cairo Lane	See Water-Sewer CIP Section	2,900,000
Zone 6	See Water-Sewer CIP Section	500,000

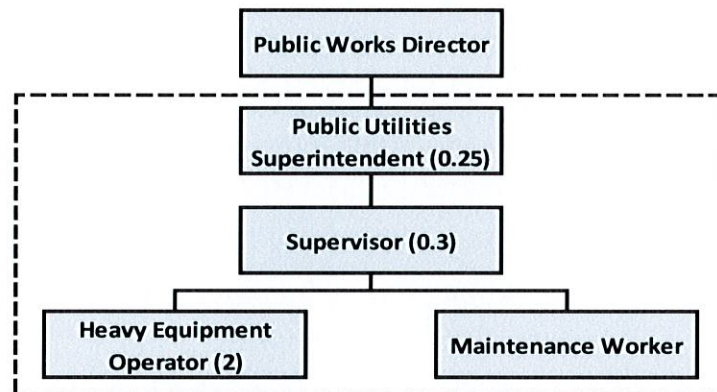
Stormwater





STORMWATER

Mission – Enhance and maintain the City’s stormwater drainage system while adhering to all environmental requirements. Respond to flooding events which overwhelm the City’s drainage system.



Goal – A stormwater drainage system designed to engineering criteria, to be defined in studies currently underway, to handle most South Florida rain events with a minimum of flooding and rapid run-off once the event has completed. Provide assistance whenever a rain event overwhelms the drainage system. Ensure streets are clear of all material which could potentially impede stormwater drainage.

Current Year Accomplishments

- Improved stormwater revenue by correcting billing deficiencies of stormwater charges on utility bills
- Cleaned 50 roadside stormwater inlets and 30,000 feet of drainage underground infrastructure
- Met Federal National Pollutant Discharge Elimination system (NPDES) requirements indicating storm run-off met environmental requirements
- Provided assistance to mitigate the impact of flooding events
- Took action to ensure property owner adherence to stormwater management requirements and agreements to mitigate neighborhood flooding
- Acquired large portable pump to provide assistance in flooding events
- Installed GPS tracking equipment on street sweeping vehicle to ensure all streets properly swept of materials potentially interfering with efficient storm run-off
- Initiate a stormwater masterplan study

FY 21 Objectives

- Prepare recommendation to include stormwater charges as assessment on property tax bills to ensure all properties correctly charged and City receives all stormwater fees due
- Clean fifty roadside stormwater inlet and 30,000 feet of drainage underground infrastructure



FY 21 Objectives - Continued

- Sweep 800 miles of street curbs and gutters
- Complete stormwater masterplan study and begin implementation
- Implement stormwater drainage improvement in the Cairo Lane project to be completed in FY 21 and in a second project to be identified as part of current engineering review under way.
- Meet NPDES requirements
- Apply for loans and grants
- Provide assistance throughout the City when rain events overwhelm the stormwater drainage system.

Measurements

- Stormwater roadside inlets cleaned – Target = 50 inlets
- Miles of City streets swept – Target = 800 miles
- Completion of stormwater masterplan – Target = Yes
- Meet NPDES requirements – Target = Yes
- Loans and/or grants applied for – Target = Minimum of one



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Stormwater - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Revenue</u>						
Storm Water Revenue	1,182,923	1,112,936	1,071,120	(41,816)	1,500,000	428,880
Total Revenue Ex Grants	1,182,923	1,112,936	1,071,120	(41,816)	1,500,000	428,880
<u>Grants</u>						
State Grants (LP13035)	-	353,376	353,376	-	-	(353,376)
Total Grants	-	353,376	353,376	-	-	(353,376)
Total Revenue	1,182,923	1,466,312	1,424,496	(41,816)	1,500,000	75,504
<u>Expense</u>						
Salary	75,085	124,788	34,536	(90,252)	130,009	95,473
Benefits	21,710	35,313	11,014	(24,299)	45,156	34,143
Total Compensation	96,795	160,101	45,550	(114,551)	175,165	129,616
Operating Expense	427,394	545,146	345,440	(199,706)	528,248	182,808
Capital	2,627	565,754	598,754	33,000	2,498,938	1,900,184
Debt Service	10,479	10,479	10,479	-	10,479	-
Contingency	-	4,708	-	(4,708)	100,000	100,000
Total Expense Ex Transfer Out	537,295	1,286,188	1,000,223	(285,965)	3,312,830	2,312,608
Transfer Out	66,198	180,124	118,063	(62,061)	137,911	19,847
Total Expense	603,493	1,466,312	1,118,286	(348,026)	3,450,741	2,332,455
(Use of)/Add To Working Capital	579,430	-	306,210	306,210	(1,950,741)	(2,256,951)
<u>Working Capital</u>						
Beginning	1,335,524	1,914,954	1,914,954	1,914,954	2,221,164	306,210
(Use Of)/Add To Working Capital	579,430	-	306,210	(62,061)	(1,950,741)	(2,256,951)
Ending	1,914,954	1,914,954	2,221,164	(82,300)	270,423	(1,950,741)



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Stormwater Expense

Account Title	FY 19	FY 20			FY 21	
	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries - Regular	75,085	119,788	33,536	(86,252)	125,009	91,473
Salaries - Overtime	-	5,000	1,000	(4,000)	5,000	4,000
Total Salaries	75,085	124,788	34,536	(90,252)	130,009	95,473
<u>Benefits</u>						
FICA	5,607	9,164	2,642	(6,522)	9,944	7,302
Retirement	5,974	10,146	2,925	(7,221)	13,001	10,076
Life And Health Insurance	10,129	16,003	5,446	(10,557)	22,211	16,765
Total Benefits	21,710	35,313	11,014	(24,299)	45,156	34,143
Total Compensation	96,795	160,101	45,550	(114,551)	175,165	129,616
<u>Operating Expense</u>						
Other Professional Services	380	-	100,000	100,000	300,000	200,000
Other Contracted Services	357,340	522,787	237,053	(285,734)	223,500	(13,553)
Uniform Rental/Laundry	119	1,000	408	(592)	1,248	840
Rentals And Leases	68,938	4,359	-	(4,359)	-	-
Repairs - Machinery & Equipment	617	10,000	5,479	(4,521)	1,000	(4,479)
Special Supplies	-	5,000	500	(4,500)	500	-
Chemicals/Horticultural	-	2,000	2,000	-	2,000	-
Total Operating Expense	427,394	545,146	345,440	(199,706)	528,248	182,808
<u>Capital</u>						
Burlington Canal	-	447,526	447,526	-	-	(447,526)
Machinery & Equipment	2,627	20,000	55,000	35,000	20,000	(35,000)
Vehicle Lease/Purchase	-	68,938	68,938	-	68,938	-
Sharazad	-	13,420	13,420	-	-	(13,420)
Ali Baba	-	13,870	13,870	-	-	(13,870)
131st Street Project	-	1,000	-	(1,000)	-	-
Flood Mitigation	-	1,000	-	(1,000)	-	-
NW 30th Avenue	-	-	-	-	160,000	160,000
Zone 1-6	-	-	-	-	500,000	500,000
Zone 6	-	-	-	-	850,000	850,000
Cairo Lane	-	-	-	-	300,000	300,000
Stormwater Project TBD	-	-	-	-	600,000	600,000
Total Capital	2,627	565,754	598,754	33,000	2,498,938	1,900,184
<u>Debt Service</u>						
State Revolving Loan	10,479	10,479	10,479	-	10,479	-
Total Debt Service	10,479	10,479	10,479	-	10,479	-
<u>Contingency</u>						
Working Capital Reserve	-	4,708	-	(4,708)	100,000	100,000
Total Contingency	-	4,708	-	(4,708)	100,000	100,000
Total Expense Ex Transfer Out	537,295	1,286,188	1,000,223	(285,965)	3,312,830	2,312,608
<u>Transfer Out</u>						
Reimbursement - Admin Cost	-	112,857	59,303	(53,554)	63,389	4,086
Information Tech Charge	5,068	7,998	16,117	8,119	15,972	(145)
Insurance Charge - Risk	47,539	47,539	34,457	(13,082)	49,068	14,611
Rental Expense - TCO	-	-	3,614	3,614	4,135	521
Vehicle Service Charge	13,591	11,730	4,572	(7,158)	5,347	775
Total Transfer Out	66,198	180,124	118,063	(62,061)	137,911	19,847
Total Expense	603,493	1,466,312	1,118,286	(348,026)	3,450,741	2,332,455



Stormwater - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Professional Services	Stormwater master plan	300,000
Other Contracted Services	Fountain maintenance	11,500
	Canal maintenance	160,000
	Stormwater maintenance	40,000
	County stormwater billing fees	12,000
	Total	223,500
Uniform Rental / Laundry	Employee uniform services - \$6.00 per employee per week	1,248
Repairs – Machinery & Equipment	Miscellaneous	1,000
Special Supplies	Protective equipment for hazardous worksites	500
Chemicals / Horticultural	Mosquito repellant	2,000
Machinery & Equipment	Stormwater system inspection camera	20,000
Vehicle Lease / Payment	Vacuum truck installment payment	68,938
30 th Ave Stormwater Project	See Stormwater CIP section	160,000
Zone 1-6 (Stormwater Portion)	See Stormwater CIP section	500,000
Zone 6	See Stormwater CIP section	850,000
Cairo Lane	See Stormwater CIP section	300,000
To Be Determined	See Stormwater CIP section	600,000
Debt Service	Debt service on State Revolving Loan SW 130320	10,749
Contingency	Stormwater Fund contingency for unanticipated expenditures and/or revenue shortfalls	100,000
Reimbursement – Admin Cost	Transfer to the General Fund for administrative support	63,389
Information Technology Charge	Transfer to Information Technology Internal Services Fund for IT support	15,927
Risk Management Charge	Transfer to Risk Management Internal Services Fund for insurance coverage	49,068
Town Center Rental Expense	Recovery for stormwater staff occupancy in Town Center	4,135
Vehicle Service Charge	Recovery of vehicle maintenance services	5,347

Information Tech. Internal Services Fund



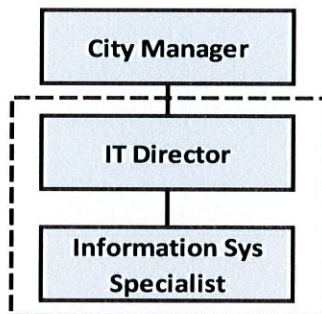


INFORMATION TECHNOLOGY

Mission – Delivering cost-effective technological solution to provide citizens, businesses and City employees with convenient access to information and services.

The I.T. Department contributes to an efficient and productive City government through the use of modern information technologies to improve citizen access to government information and services. Emphasis is also on deployment of advanced technology throughout the organization to enhance productivity and enable the organization to accomplish more with less. This is accomplished through continually identifying and sponsoring new technological applications that will benefit the City.

This is an internal service which is part of the General Fund. It recovers its cost each year and has no fund balance.



Goal – Serve as an agent for change through continual streamlining and improving of City processes and services driven by implementation of evolving innovations of hardware and software technologies to maximize the benefits of automation while maintaining an extremely high level of information technology security.

Current Year Accomplishments

- Implemented first-responder cellular wireless spectrum enhancing mission critical departments ability to respond during emergencies and disasters
- Implemented enhanced first responder communication technology which meets and exceeds Federal Information Processing Standards (FIPS) and Criminal Justice Information System (CJIS) compliance.
- Deployed GPS vehicle tracking for Police vehicles and assets.
- Upgraded internet infrastructure increasing bandwidth availability with reduced cost.
- Enhanced City ability to support remote working through an enhanced virtual private network (VPN) and additional laptops.
- Implemented a thermal imaging camera at the Municipal Complex to monitor for potential COVID-19 cases.
- Upgraded the City's phone system by moving to a centralized cloud based voice-over-internet protocol (VOIP) system to enhance service availability and monitor service levels.



Current Year Accomplishments - Continued

- Implemented security measures including CCTV cameras and access control at multiple facilities to further increase active monitoring and protection of assets.
- Upgraded City website (opalockafl.gov)

FY 21 Objectives

- Automation of the Building and Licenses Department to allow all services to be conducted through the City's website.
- Deploy a public self-service web page to request routine data maintained by the City.
- Put online the competitive bidding procurement process from initial submission of proposals to final determination of recommended winner.
- Further migration to cloud computing to reduce reliance on local servers and support.
- Implement Citywide project management application to facilitate sharing of multi-department projects for continuity and consistency of effort.
- Expand availability of other online services to further lessen the need for residents and others to come to City facilities to request these services.
- Embrace the Internet of Things (IoT) concept to more efficiently utilize and deploy resources.
- Implement an around-the-clock call center to promptly and proactively respond to caller issues.
- Complete the upgrade of the City's website and offer enhanced services online
- Upgrade the City's WIFI infrastructure in and around all City-owned buildings
- Update the City's servers and network equipment which have reached end of life support
- Commission approval of the department's Policy and Procedure manual
- Expand virtual and remote working capabilities by implementing a centralized management of remote services
- Develop a continuing education and certification schedule for IT staff
- Assist in development of a public relations plan which will heavily rely on technology for dissemination of information in concert with the City's public information function.
- Initiate a committee to review and provide feedback on selection of a new enterprise resource planning (ERP) system

Measurements

- Compliance with Florida Department of Law Enforcement (FDLE) technical audit – Target = no findings
- Solution provided to open IT work orders within 4 hours – Target = 80%
- Automation of all Building and Licenses services – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

IT Services - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Funding						
Transfer In	417,994	695,356	719,610	24,254	713,118	(6,491)
Total Funding	417,994	695,356	719,610	24,254	713,118	(6,491)
Expense						
Salary	146,456	137,250	138,306	1,056	137,778	(528)
Benefits	40,351	44,071	39,016	(5,055)	42,632	3,616
Total Compensation	186,807	181,321	177,322	(3,999)	180,410	3,088
Operating Expense	239,124	360,152	340,650	(19,502)	390,327	49,677
Capital	23,106	111,900	117,925	6,025	47,000	(70,925)
Total Expense Ex Transfer Out	449,037	653,373	635,897	(17,476)	617,737	(18,160)
Transfer Out	42,959	41,983	83,712	41,729	95,381	11,669
Total Expense	491,996	695,356	719,610	24,254	713,118	(6,491)
Over / (Under)	(74,002)	-	-	-	-	-



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

IT - Expense

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
<u>Salaries</u>						
Salaries Executive	80,750	85,000	85,654	654	85,327	(327)
Salaries Regular	65,706	52,250	52,652	402	52,451	(201)
Total Salaries	146,456	137,250	138,306	1,056	137,778	(528)
<u>Benefits</u>						
FICA	9,632	10,500	10,580	80	10,540	(40)
Retirement	11,025	11,625	11,715	90	13,778	2,063
Life And Health Insurance	19,694	21,946	16,722	(5,224)	18,314	1,593
Total Benefits	40,351	44,071	39,016	(5,055)	42,632	3,616
Total Compensation	186,807	181,321	177,322	(3,999)	180,410	3,088
<u>Operating Expense</u>						
Other Contracted Services	12,818	23,447	23,447	-	30,000	6,553
Telephone	96,723	124,500	124,500	-	105,000	(19,500)
Telephone - Internet	15,784	20,400	20,000	(400)	24,000	4,000
Office Supplies	226	300	300	-	300	-
Special Supplies	3,850	10,000	10,000	-	10,000	-
Software Licensing	103,166	181,505	162,403	(19,102)	221,027	58,624
Automotive Lease/Purchase	6,557	-	-	-	-	-
Total Operating Expense	239,124	360,152	340,650	(19,502)	390,327	49,677
<u>Capital</u>						
Computer Equipment	23,106	111,900	117,925	6,025	47,000	(70,925)
	-	-	-	-	-	-
Total Capital	23,106	111,900	117,925	6,025	47,000	(70,925)
Total Expense Ex Transfer Out	449,037	653,373	635,897	(17,476)	617,737	(18,160)
<u>Transfer Out</u>						
Admin Charge - Gen Fund	-	-	33,410	33,410	35,712	2,302
Information Tech Charge	-	-	9,080	9,080	8,998	(82)
Insurance Charges - Risk	15,438	15,438	25,809	10,371	32,919	7,110
Rental Expense - TCO	18,460	18,725	10,841	(7,884)	12,405	1,564
Vehicle Service Charges	9,061	7,820	4,572	(3,248)	5,347	775
Total Transfer Out	42,959	41,983	83,712	41,729	95,381	11,669
Total Expense	491,996	695,356	719,610	24,254	713,118	(6,491)



Information Technology - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Other Contracted Services	External security evaluation	30,000
Telephone	ATT Mobility, Iphone	105,000
Internet	Call One, Nitel	24,000
Office Supplies	Miscellaneous	300
Special Supplies	Unplanned immediate requirements	10,000
Software Licensing	ASCAP	386
	Firewall	9,000
	Broadcast music (General usage - events	685
	CDW Government (Adobe, Other)	2,809
	Website hosting	7,695
	Document imaging and retrieval	7,200
	Code Red	9,750
	Enterprise Resource Planning (ERP) System	70,000
	ADA website compliance	3,500
	IT remote management software	7,500
	Agenda management software	5,280
	Work order management software	20,000
	Project management software	15,000
	Office 365 – to replace local servers and local support	50,000
	Adobe Pro (10)	1,750
	Comprehensive Annual Finance Report Writer	10,000
	Other	472
	Total	221,027
Computer Equipment	Server replacement	15,000
	IT department PC (2)	5,000
	City Hall firewall replacement	15,000
	Remote Chambers cameras	10,000
	Uninterruptible power supply (UPS) batteries	2,000
	Total	47,000
Admin Charge – General Fund	Payment to the General Fund for administrative services	35,712
Information Technology Charges	Payment to the Information Technology Internal Services Fund for IT support	8,998
Insurance Charges	Payment to the Risk Management Internal Services Fund for insurance	32,919
Occupancy Expense – Town Center	Payment for Town Center occupancy	12,405
Vehicle Service Charges	Payment for vehicle maintenance	5,347

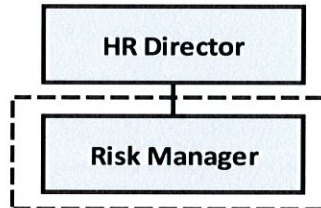
Risk Management Internal Services Fund





RISK MANAGEMENT

Mission – Conduct programs to (1) protect City assets from loss and/or damage, (2) maximize employee safety and (3) minimize third party claims against the City, and ensure proper insurance coverage in place to limit the City’s financial exposure upon occurrence of any of these events.



Goal – An environment where safety, preservation of City assets and the elimination of causes of third party claims is emphasized with cost-effective insurance in place when loss does occur.

Current Year Accomplishments

- Insurance carrier, Florida Municipal Insurance Trust (FMIT) indicates current year loss experience in regard to Property & Liability and Workers’ Compensation has been favorable this year.
- Maintained an active Safety Committee program
- Networked with other cities on safety strategies
- Updated workers compensation code assignments to more actively reflect duties
- Distributed pamphlets on actions to take if injured
- Worked with Public Works to ensure all public areas with potential hazards have appropriate warning signs
- Obtained risk standard operating procedures from other cities and modified them for use in the City
- Updated vehicle inventory to ensure all vehicles properly insured
- Received large rebate from FMIT due to successful audit and good loss record

FY 21 Objectives

- Insurance contract to be put out for competitive bidding.
- Conduct a comprehensive safety program
- Maintain an aggressive asset protection program
- Evaluate causes of loss incidents and work with department heads to implement corrective actions.



Measurements

- Workers compensation cases – Target = 15 new cases
- Vehicle accident cases – Target = 10 vehicle accidents
- Quarterly safety classes to all City employees – Target = Yes



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Risk Management - Summary

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Funding						
Transfer In	2,401,956	2,404,911	2,396,177	(8,734)	2,658,614	262,437
Total Funding	2,401,956	2,404,911	2,396,177	(8,734)	2,658,614	262,437
Expense						
Salary	-	60,000	60,461	461	60,231	(230)
Benefits	32,568	94,199	72,103	(22,096)	68,504	(3,599)
Total Compensation	32,568	154,199	132,564	(21,635)	128,735	(3,829)
Operating Expense	2,133,915	2,247,643	2,233,390	(14,253)	2,497,595	264,205
Capital	-	1,000	-	(1,000)	-	-
Total Expense Ex Transfer Out	2,166,483	2,402,842	2,365,954	(36,888)	2,626,330	260,375
Transfer Out	1,724	2,069	30,223	28,154	32,284	2,061
Total Expense	2,168,207	2,404,911	2,396,177	(8,734)	2,658,614	262,437
Over / (Under)	233,749	-	-	-	-	-



**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Risk Management - Expense

	FY 19	FY 20			FY 21	
Account Title	Actual (Unaudited)	Amended Budget	Fcst	Over / (Under) Amend Bgt	Proposed	Over / (Under) Fcst
Salaries						
Salaries Executive	-	60,000	60,461	461	60,231	(230)
Total Salaries	-	60,000	60,461	461	60,231	(230)
Benefits						
FICA	-	4,590	4,626	36	4,607	(19)
Retirement	1,096	5,082	5,121	39	6,023	902
Life And Health Insurance	-	8,184	5,491	(2,693)	6,009	518
Worker's Compensation	25,103	35,000	35,000	-	30,000	(5,000)
Accidental Death	-	1,343	1,865	522	1,865	-
Unemployment Compensation	6,369	40,000	20,000	(20,000)	20,000	-
Total Benefits	32,568	94,199	72,103	(22,096)	68,504	(3,599)
Total Compensation	32,568	154,199	132,564	(21,635)	128,735	(3,829)
Operating Expense						
Motor Vehicle Claims	10,544	30,000	15,000	(15,000)	15,000	-
Postage	-	150	50	(100)	50	-
Pubs/Subscriptions/Memberships	-	-	-	-	-	-
Insurance Charges - Risk	1,943,024	2,080,493	2,068,340	(12,153)	2,332,545	264,205
General Liability - Deductible	180,347	137,000	150,000	13,000	150,000	-
Total Operating Expense	2,133,915	2,247,643	2,233,390	(14,253)	2,497,595	264,205
Capital						
Computer Equipment	-	1,000	-	(1,000)	-	-
Total Capital	-	1,000	-	(1,000)	-	-
Total Expense Ex Transfer Out	2,166,483	2,402,842	2,365,954	(36,888)	2,626,330	260,375
Transfer Out						
Admin Fees - General Fund	-	-	16,705	16,705	17,856	1,151
Information Tech Charges	1,724	2,069	4,540	2,471	4,499	(41)
Insurance Charges - Risk	-	-	8,978	8,978	9,929	951
Total Transfer Out	1,724	2,069	30,223	28,154	32,284	2,061
Total Expense	2,168,207	2,404,911	2,396,177	(8,734)	2,658,614	262,437



Risk Management - Footnote Detail

Account Name	Footnote Detail	Proposed Budget (\$)
Workers Compensation	Prior ongoing claims from when City was self-insured	30,000
Accidental Death	Insurance associated with police officers	1,865
Unemployment Compensation	Potential payments to the State related to City employees becoming unemployed and request unemployment benefits	20,000
Motor Vehicle Claims	Motor vehicle claims – City's deductible share	15,000
Postage	Miscellaneous	50
Insurance Charges	General Liability	1,316,459
	Auto Liability	69,900
	Auto Physical Damage	39,750
	Property	147,445
	Workers' Compensation	758,991
	Total	2,332,545
General liability - Deductible	Deductible portion of general liability insurance paid by the City	150,000
Admin Fees – General Fund	Payment to the General Fund for administrative services	17,856
Information Technology Charges	Payment to the Information Technology Internal Services Fund for IT support	4,499
Insurance Charges	Payment to the Risk Management Internal Services Fund for insurance	9,929

Governmental Funds Five-Year CIP Plan





**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Governmental Funds Five-Year CIP Plan

Funding Source / Project Name	FY 20 Fcst	FY 21	FY 22	FY 23	FY 24	FY 25	Total FY 21 - FY 25
<u>Funding</u>							
<u>Grants</u>							
MDC/CDBG	471,917	-					-
MDC/PHCD	179,335	-					-
Total Grants	651,252	-	-	-	-	-	-
<u>Internal Funding Sources</u>							
General Fund	425,762	-					-
People's Trans. Plan Revenue	1,294,436	313,166					313,166
People's Trans. Plan Fund Balance	203,704	860,000					860,000
Safe Neighborhood Revenue	186,141	186,834					186,834
Total Internal Funding Sources	2,110,043	1,360,000	-	-	-	-	1,360,000
Total Funding	2,761,295	1,360,000	-	-	-	-	1,360,000
<u>Projects</u>							
<u>Expenditure</u>							
Historic City	100,000	-					-
2105 Ali Baba Renovation	481,750	-					-
Ingram Park Renovation	410,000	-					-
Resurfacing - Phase II - IV	1,182,461	300,000					300,000
Cairo Lane	-	800,000					800,000
NW 139th Street	115,264	-					-
NW 141st Street	123,680	-					-
NW 150 Street & 22nd Court	10,000	-					-
Sidewalks	338,140	260,000					260,000
Total Funded Projects	2,761,295	1,360,000	-	-	-	-	1,360,000
Over / Under	-	-	-	-	-	-	-
<u>Unfunded Projects</u>							
Historic City Hall		1,300,000					
2105 Ali Baba Beautification		25,000					
Total Unfunded Grants	-	1,325,000	-	-	-	-	-



Governmental Funds CIP – Funded Projects

Historic City Hall: Phase I - Reevaluate the facility and develop construction build RFP document.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
General Fund	100,000						
Total Funding	100,000						
Project	100,000						

2105 Ali-Baba: Replacement of flat roof & tile roof. Exterior and interior renovation for public use and to make it ADA compliant.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
MDC/CDBG Grant	471,917						
General Fund	9,833						
Total Funding	481,750						
Project	481,750						

Ingram Park: Installation of new lights and reroofing and restoring the restrooms of the parks. Resurfacing of tennis court and basketball court and replacement of pavilion awnings was also done, but outside of this project.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Safe Neighborhood CIP	179,335						
General Fund	230,665						
Total Funding	410,000						
Project	410,000						

Milling & Resurfacing Phase II, III & IV: Milling and resurfacing of 6.5 miles of City roadways, including limited intersection renovation in some instances. (Map attached.)

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
People's Transportation Plan	1,100,000						
Safe Neighborhood CIP	82,461						
Total Funding	1,182,461						
Project	1,182,461						



Milling & Resurfacing Phase V: Limited milling and resurfacing of 1.5 miles of City roadways due to reduced available funds. To be increased if additional County Citizens Independent Transportation Trust (CITT) funds become available.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
People's Transportation Plan		113,166					113,166
Safe Neighborhood CIP		186,834					186,834
Total Funding		300,000					300,000
Project		300,000					300,000

NW 139th Street: Street restoration and installation of trees on swale area to deter parking

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
General Fund	85,264						
People's Transportation Plan	30,000						
Total Funding	115,264						
Project	115,264						

NW 141st Street: Street restoration and installation of trees on swale area to deter parking

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Safe Neighborhood CIP	93,680						
People's Transportation Plan	30,000						
Total Funding	123,680						
Project	123,680						

NW 150 & 22nd Court: This is a gateway to the City subject to heavy traffic from commercial vehicles. The intersection will be renovated.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Safe Neighborhood CIP	10,000						
Total Funding	10,000						
Project	10,000						

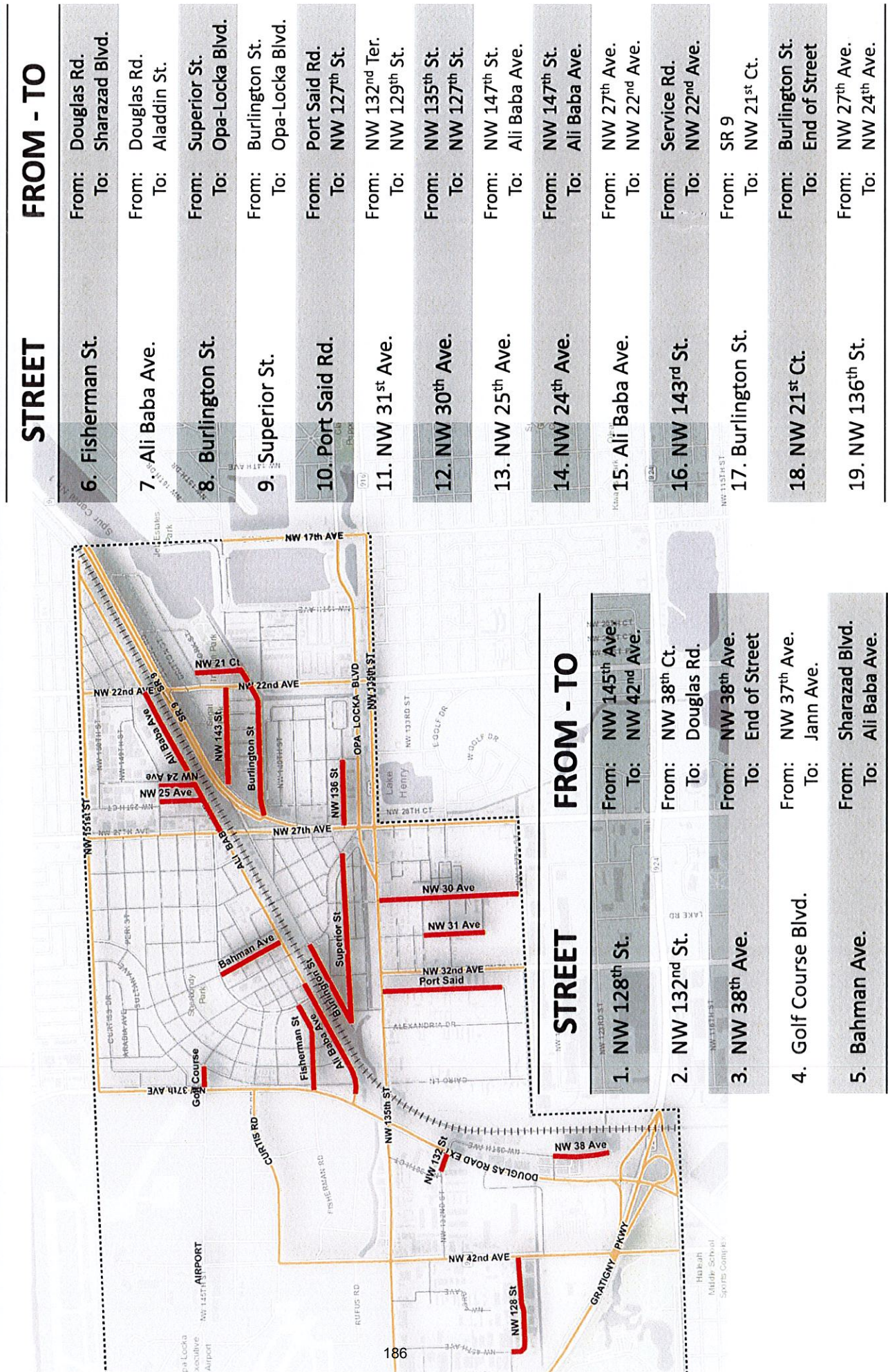


Sidewalk: Installation of new sidewalk (2.6 miles in FY 20 and 2.0 miles in FY 21) to facilitate pedestrian traffic to reach public transportation connection points.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
People's Transportation Plan	338,140	200,000					200,000
Total Funding	338,140	200,000					200,000
Project	338,140	200,000					200,000

Cairo Lane – Road Portion (\$800,000 of a \$4,000,000 Project with \$2,900,000 in Water-Sewer and \$300,000 in Stormwater): Will complete the Cairo Lane project including roadway restoration, water and sewer infrastructure and enhanced stormwater drainage capability.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
People's Transportation Plan		800,000					800,000
Total Funding		800,000					800,000
Project		800,000					800,000



Enterprise Funds Five-Year CIP Plan





Water-Sewer Fund Five-Year CIP Plan

Funding Source / Project Name	FY 20 Fcst	FY 21	FY 22	FY 23	FY 24	FY 25	Total FY 21 - FY 25
<u>Funding</u>							
<u>Grants</u>							
EPA	214,788	-					-
LP 13036	-	200,704					200,704
LP 13037	-	279,230					279,230
Total Grants	214,788	479,934	-	-	-	-	479,934
<u>Loans</u>							
SRF WW 130301	389,936	2,274,966					2,274,966
SRF DW 130331	-	526,000					526,000
Total Loans	389,936	2,800,966	-	-	-	-	2,800,966
<u>Internal Funding Sources</u>							
Water-Sewer Revenue	865,867	119,100					119,100
Total Internal Funding Sources	865,867	119,100	-	-	-	-	119,100
Total Funding	1,470,591	3,400,000	-	-	-	-	3,400,000
<u>Projects</u>							
<u>Expenditure</u>							
Cairo Lane	100,000	2,900,000					2,900,000
DCP Zone 1-6	289,936	500,000					500,000
Pump Station #5 - Lining	68,401	-					-
Pump Station #7 - Lining	103,560	-					-
Pump Station #8 - Lining	308,694	-					-
Pump Station #4 - Lining	600,000	-					-
Total Funded Projects	1,470,591	3,400,000	-	-	-	-	3,400,000
Over / Under	-	-	-	-	-	-	-
<u>Unfunded Projects</u>							
Pump Station #6 - Lining	-	201,368					201,368
Pump Station #9 - Renovation	-	600,000					600,000
Pump Station #11-A	-	955,293					955,293
Pump Station #12	-	198,666					198,666
Pump Station #16	-	8,355					8,355
Total Unfunded Projects	-	1,963,682	-	-	-	-	1,963,682



Water-Sewer CIP – Funded Projects

PS# 4: This pump station is being repaired and portions of the gravity main collection basin are being relined to reduce inflow and infiltration (I&I) and to meet County Department of Environmental Resources Management (DERM) requirements as a prerequisite to removing its moratorium on new sewer connections. (See attached map.)

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Water-Sewer Revenue	600,000						
Total Funding	600,000						
Project	600,000						

PS# 5: This pump station is having portions of the gravity main collection basin relined to reduce I&I and to meet DERM requirements as a prerequisite to removing its moratorium on new sewer connections. (See attached map.)

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Water-Sewer Revenue	68,401						
Total Funding	68,401						
Project	68,401						

PS# 7: This pump station is having portions of the gravity main collection basin relined to reduce I&I and to meet DERM requirements as a prerequisite to removing its moratorium on new sewer connections. (See attached map.)

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
EPA Grant	103,560						
Total Funding	103,560						
Project	103,560						



PS# 8: This pump station is being repaired and portions of the gravity main collection basin are being relined to reduce I&I and to meet DERM requirements as a prerequisite to removing its moratorium on new sewer connections. Repairs so far identified include two point repairs and one reverse flow correction. (See attached map)

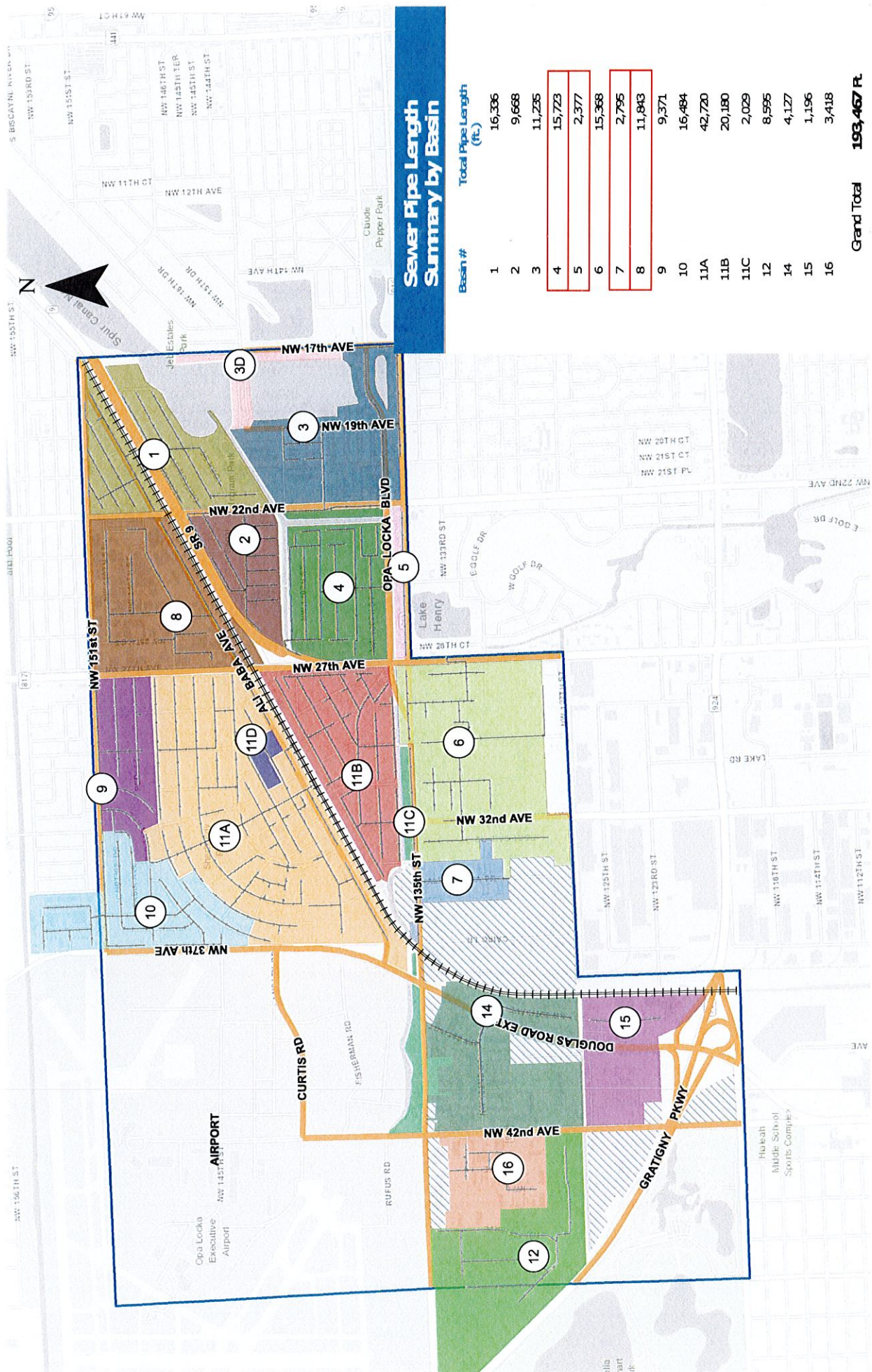
	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
EPA Grant	111,228						
Water-Sewer Revenue	197,466						
Total Funding	308,694						
Project	308,694						

DCP (Zones 1 – 6): For FY 20, there is a review of the design and construction criteria plans and specifications documents developed by engineering consultants for improvement of the City's wastewater, potable water and stormwater infrastructure systems and increase the level of design up to 100%. This project will be implemented in FY 21 with \$500,000 expended in the Commerce North area bounded by Ali Baba to the south, 151st Street to the north, NW 22nd Avenue to the east and NW 27th Avenue to the west. Another \$500,000 for this project is in Stormwater CIP section.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
SRF Loan DW 130331	289,936	500,000					500,000
Total Funding	289,936	500,000					500,000
Project	289,936	500,000					500,000

Cairo Lane & NW 127th Street (Water-Sewer Portion): FY 20 is the design review and completion of construction plans. FY 21 is construction to complete the roadway and finalize improvement of the sewer and drainage infrastructure. In addition to funding identified here, there is an additional \$800,000 in Governmental CIP section (roadways) and \$300,000 in Stormwater CIP section.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
SRF Loan WW 130301	100,000	2,274,966					2,274,966
SRF Loan DW 130331		26,000					26,000
SRF Grant LP 13036		200,704					200,704
SRF Grant LP 13037		279,230					279,230
Water-Sewer Revenue		119,100					119,100
Total Funding	100,000	2,900,000					2,900,000
Project	100,000	2,900,000					2,900,000





**FISCAL YEAR 2021
ANNUAL PROPOSED OPERATING BUDGET**

Stormwater Fund Five-Year CIP Plan

Funding Source / Project Name	FY 20 Fcst	FY 21	FY 22	FY 23	FY 24	FY 25	Total FY 21 - FY 25
<u>Funding</u>							
<u>Grants</u>							
LP 13035	353,376	-					-
Total Grants	353,376	-	-	-	-	-	-
<u>Loans</u>							
	-	-					-
Total Loans	-	-	-	-	-	-	-
<u>Internal Funding Sources</u>							
Stormwater Revenue	221,440	761,564					761,564
Stormwater Fund Balance	-	1,948,436					1,948,436
Total Internal Funding Sources	221,440	2,710,000	-	-	-	-	2,710,000
Total Funding	574,816	2,710,000	-	-	-	-	2,710,000
<u>Projects</u>							
<u>Expenditure</u>							
Burlington Street Canal	447,526	-					-
Sharazad	13,420	-					-
Ali Baba	13,870	-					-
Stormwater Master Plan	100,000	300,000					300,000
DPC - Zone 1 - 6	-	500,000					500,000
NW 30th Avenue	-	160,000					160,000
Zone 6	-	850,000					850,000
Cairo Lane	-	300,000					300,000
Project - TBD	-	600,000					600,000
Total Funded Projects	574,816	2,710,000	-	-	-	-	2,710,000
Over / Under	-	-	-	-	-	-	-
<u>Unfunded Projects</u>							
	-	-					-
Total Unfunded Grants	-	-	-	-	-	-	-



Stormwater CIP – Funded Projects

Burlington Street Canal: Dredging of the canal, restoration of the bank and stabilization of the slope.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Grant LP 13035	353,376						
Stormwater Revenue	94,150						
Total Funding	447,526						
Project	447,526						

Sharazad Stormwater:

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Revenue	13,420						
Total Funding	13,420						
Project	13,420						

Ali Baba Stormwater

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Revenue	13,870						
Total Funding	13,870						
Project	13,870						

NW 30th Avenue: Stormwater improvement & street reconstruction

		FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Revenue		160,000					160,000
Total Funding		160,000					160,000
Project		160,000					160,000



Cairo Lane & NW 127th Street (Stormwater Portion): Design Phase: Develop construction build RFP document

Construction Phase: Complete the development of the roadway and finalize the improvement of the sewer and drainage infrastructure. Included is \$800,000 in Governmental CIP section and \$2,900,000 in Water-Sewer CIP section.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Fund Balance		300,000					300,000
Total Funding		300,000					300,000
Project		300,000					300,000

DCP (Zones 1 – 6): After completion of design activity, this project will be implemented in FY 21 with \$500,000 expended in the Commerce North area bounded by Ali Baba to the south, 151st Street to the north, NW 22nd Avenue to the east and NW 27th Avenue to the west. Another \$500,000 for this project is in Water-Sewer CIP section.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Revenue		301,564					301,564
Stormwater Fund Balance		198,436					198,436
Total Funding		500,000					500,000
Project		500,000					500,000

Zone 6 - Stormwater:

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Fund Balance		850,000					850,000
Total Funding		850,000					850,000
Project		850,000					850,000



TBD - Stormwater: Project to be identified with the completion of the stormwater masterplan

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Fund Balance		600,000					600,000
Total Funding		600,000					600,000
Project		600,000					600,000

Stormwater Master Plan: Completion of stormwater masterplan initiated in FY 20 to establish priorities and tentative costs for the correction of City flooding issues.

	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 21 - 25
Funding							
Stormwater Revenue	100,000	300,000					300,000
Total Funding	100,000	300,000					300,000
Project	100,000	300,000					300,000

MEMORANDUM

Park Upgrade



MEMORANDUM

To: John Pate, City Manager

Cc: (1) George Ellis, Assistant City Manager
(2) Airia Austin, Public Works Director
(3) Charles Brown, Parks & Recreation Director
(4) Gregory Gay, Community Development Director / CRA Manager

From: Bob Anathan, Budget Administrator 

Date: July 23, 2020

Re: Park Improvements

This is an update to the July 20th memorandum as the result of additional information which emerged at the July 21st online parks discussion. As discussed, this work was launched in response to Commission direction at the July 16th budget workshop to (1) provide options to make the Parks and Recreation system a source of pride to the community and (2) evaluate the cost of a minimum annual wage policy of \$30,000 for full-time employees. As was the case in the July 20th memorandum, the proposed reductions to the proposed FY 21 budget to redirect funding for these two objectives is outlined in detail in Exhibit "B".

Since this memorandum has now also become central to the City's submission of a proposed budget to the State, it should be noted an update has been recommended to the proposed CRA FY 21 budget by the CRA Manager. This was discussed at the recent CRA meeting, but wasn't approved. It is recommended that the original CRA budget remain in the total City budget to be presented to the State, but that it be accompanied by a memorandum reflecting the updated version the CRA Board will consider in September.

A meeting was held on July 20th with the above staff to develop recommendations to be incorporated into the proposed FY 21 budget to make the City's parks and ancillary facilities attractive, inviting places for the City's residents and visitors to enjoy healthy, relaxing and enjoyable outdoor opportunities for both families and individuals.

There was broad consensus that the most important thing was to have a masterplan developed which fully identified the potential existing in the City's parks and resulted in a comprehensive blueprint that ensured the City's future investment in its parks and recreational facilities was done in a coherent and focused manner to maximize the City's return on its investment. It was recognized this was a

long-term strategy with little tangible results in the short-term. Consequently, there was also broad agreement that a couple of smaller projects should be undertaken next year to provide some immediate benefits to the City's citizens. Although a broad range of projects were considered, the ones recommended for next year in aggregate are limited to \$136,751 due to funding constraints.

All amounts indicated are very preliminary estimates which require further definition and research prior to being incorporated into the final FY 21 budget. In addition to the recommended masterplan, short-term affordable projects are listed below.

<u>Long-Term</u>	<u>Preliminary Estimated Cost</u>
Parks & Recreation Masterplan	\$150,000
<u>Short-Term Alternatives (In Aggregate Not To Exceed \$136,751)</u>	
Park Grounds Maintenance Upgrade	\$130,000
Senior Center	\$ 30,000
Kaboom Park	\$ 65,000
Ingram Park	\$ 20,000
Sherbondy Village Community Center	\$ 60,000

The total recommended maximum expenditure for parks projects is \$286,751 with \$150,000 for the masterplan and \$136,751 for one or more projects for next year. This amount assumes Commission approval of all recommended reductions to the proposed FY 21 budget (Exhibit "B") and further assumes Commission approval of a minimum annual wage policy of \$30,000. Any variation to these assumptions will impact the amount available for park projects.

Exhibit "A" is a description of these projects.

The following is recommended to fund these projects. It should be noted that all recommendations were based on the elimination of new activities. They had been added to the budget to improve City operations but were eliminated on the basis that if the City operated without them in FY 20, the City should be able to continue to do so in FY 21. No recommended reductions would result in a reduction in the way the City is currently expending its resources.

The CRA Manager has determined that approximately half of the City's Parks and Recreation facilities lie within the Community Redevelop Area and has indicated that, subject to CRA Board approval, it would be appropriate for the CRA to fund half (\$75,000) of the masterplan project, leaving \$\$211,751 to be funded by the General Fund.

In addition to the projects listed in this memo, the CRA Manager has also indicated that, subject to CRA Board approval, the CRA will provide funding of up to \$50,000 for two tot-lot shade covers for parks located in the Community Redevelopment Area.

Exhibit "B" is a list of recommended reductions to the previously presented FY 21 proposed budget. These items were considered to be important enough to have been included in the FY 21 budget but, if other priorities exist, deferrable to FY 22. This list totals \$279,761.

Separately the Commission requested to be informed of the impact of a policy of all full-time employees earning at least \$30,000 per annum. The impact of this is an additional annual cost of

\$79,068 with \$68,010 occurring in the General Fund. If implemented, this would reduce the proposed savings available to fund Parks & Recreation projects to \$211,751. With \$75,000 allocated to the General Fund's share of the masterplan development, this leaves \$136,751 to fund smaller projects.

It should be noted the recommended reductions include only reduction of a new Recreation Leader for one-half year to coincide with the Ingram Park re-opening. The second recommended Parks & Recreation position to be filled is a vacant Seniors Coordinator position who oversees this very important community program.

It is recommended that this be presented to the Commission to obtain guidance on the following issues:

1. Masterplan as the priority project
2. Prioritization / substitution of small projects to be undertaken in FY 21
3. Appropriateness of recommended cost reductions

The proposed funding and expenditures can be summarized as follows:

Funding

CRA Contribution To Parks Masterplan*	\$ 75,000
Proposed Savings From Original FY 21 Budget	<u>279,761</u>
Total Potential Funding	\$354,761

Expenditure

Parks Masterplan	\$150,000
Available For Other Parks Projects	<u>136,751</u>
Total Parks Related Expenditures	\$286,751
Compensation Plan Adjustment **	<u>68,010</u>
Total Potential Expenditure	\$354,761

* Subject to CRA Board approval

** If all recommended budget reductions are approved by Commission, but the decision is made to not implement the adjusted compensation plan, the \$68,010 would then become available for additional park projects.

As indicated previously, projects need better definition and more accurate cost estimates. If the Commission approves this approach, the recommended cost reductions would be implemented now and a \$286,751 reserve would be established in the proposed FY 21 Parks & Recreation budget. For the September budget hearings, specific recommendations would be provided as to underlying details composing the \$286,751.

Separately a copy of the accompanying presentation is being forwarded to provide Commission with the opportunity for further familiarization prior to July 28th meeting. As always, staff stands ready to answer any questions or provide briefings as requested.

Attachments:

1. Exhibit "A" – Project Descriptions
2. Exhibit "B" – Proposed Reductions To Provide Funding For Minimum Wage Policy & Park Projects

Recommended FY 21 Parks & Recreation Projects
Project Details

Senior Center

1. Refresh exterior paint including color change
2. Replace entrance awning which is weather beaten
3. Upgrade to a more colorful landscaping
4. Replace kitchen cabinets and fixtures
5. Replace fixtures in restrooms
6. Refresh interior paint

Preliminary Cost Estimate - \$30,000

Kaboom Park

1. Fence tot lot area
2. Add park lighting

Preliminary Cost Estimate - \$65,000

Ingram Park Athletic Center

1. Replace exterior restroom fixtures
2. Replace restroom partitions
3. Replace light fixtures
4. Build garbage enclosure
5. Repaint facility exterior
6. Repave and stripe parking lot

Preliminary Cost Estimate - \$20,000

Sherbondy Village Community Center

1. Repaint exterior
2. Install previous asphalt angled parking lost at northwest side of the facility

Preliminary Cost Estimate - \$60,000

Park Ground Maintenance Upgrade

1. Two full-time Maintenance Workers
2. Additional supplies and equipment

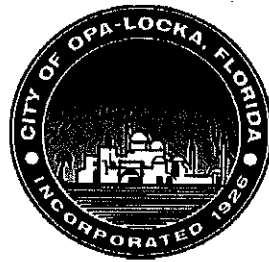
Preliminary Cost Estimate - \$130,000

**Recommended FY 21 Proposed Budget Reductions
To Provide Funding Of Parks & Recreation Projects**

<u>Source Of Funding</u>	<u>Amount</u>
Police – Defer (five months) second round of vehicle replacement	\$32,500
PW – Admin – 50% reduction in computer replacements	3,300
Code Enforcement – Deferral of vehicle computers	17,000
Finance – Executive Secretary – Defer	58,112
Finance – New CAFR / Other Software – Defer	20,000
Police – New software	32,000
HR – Employee Training	5,000
Building & Licenses – Reduced processing of unsafe structures	7,500
Parks & Recreation – Eliminate brochures	5,000
Parks & Recreation – New Recreation Leader – Defer six months	18,000
Parks & Recreation – Mothball pool for ten months	10,000
Parks & Recreation – Cancellation of football programs	20,000
PW – Building Maintenance – Paint spraying equipment	3,000
PW – Illegal Dumping – Defer one FTE until FY 22	<u>48,349</u>
Total	\$279,761

FY 21 PROPOSED BUDGET PRESENTATION

FY 21 Proposed Budget



July 22, 2020

Agenda

- Millage Rate Adoption
- Budget Issues
 - Wage Policy Issue
 - Parks & Recreation Options
 - Updated CRA Budget
 - Discussion
- Preliminary Budget Adoption



Calendar

- July 14 – Budget Review – State Oversight Board
- July 16 – Budget Workshop
- **July 22 – Adoption Of Preliminary Millage Rate & Budget**
- August 1 – Preliminary Budget Due To Oversight Board
- September 9 – Adoption Of Tentative Millage Rate & Budget
- September 23 – Adoption Of Final Millage Rate & Budget



Millage Rate



FY 21 Millage Rate

- Millage Rate For August TRIM Notice
 - If Choose To Adopt Higher Rate In September, Requires Significant Cost (Mail Cost To All Property Owners)
- Proposed Budget Developed With 9.8000 Mills
 - City Property Tax Rev (Ex CRA Contribution) \$10,785,234
 - 0.1000 Mills = \$110,053
 - City CRA Contribution \$ 712,555
- 9.8000 Mills Is 1.61% Above Rolled-Back Rate (9.6439 Mills) – Requires 3-2 Vote For Adoption
 - Threshold For 4-1 Vote Requirement = 9.9544 Mills



First Hearing Date, Time & Place

- Notification To Property Appraiser Of Date, Time & Place For First Of Two Budget Hearings In September For Inclusion On TRIM Notice Sent To All Property Owners In August

- Date Wednesday, September 9, 2020

- Time 5:01 p.m.

- Place 215 Perviz Avenue, Opa-locka

Virtual = <https://www.youtube.com/user/CityofOpaLocka>



FY 21 Budget

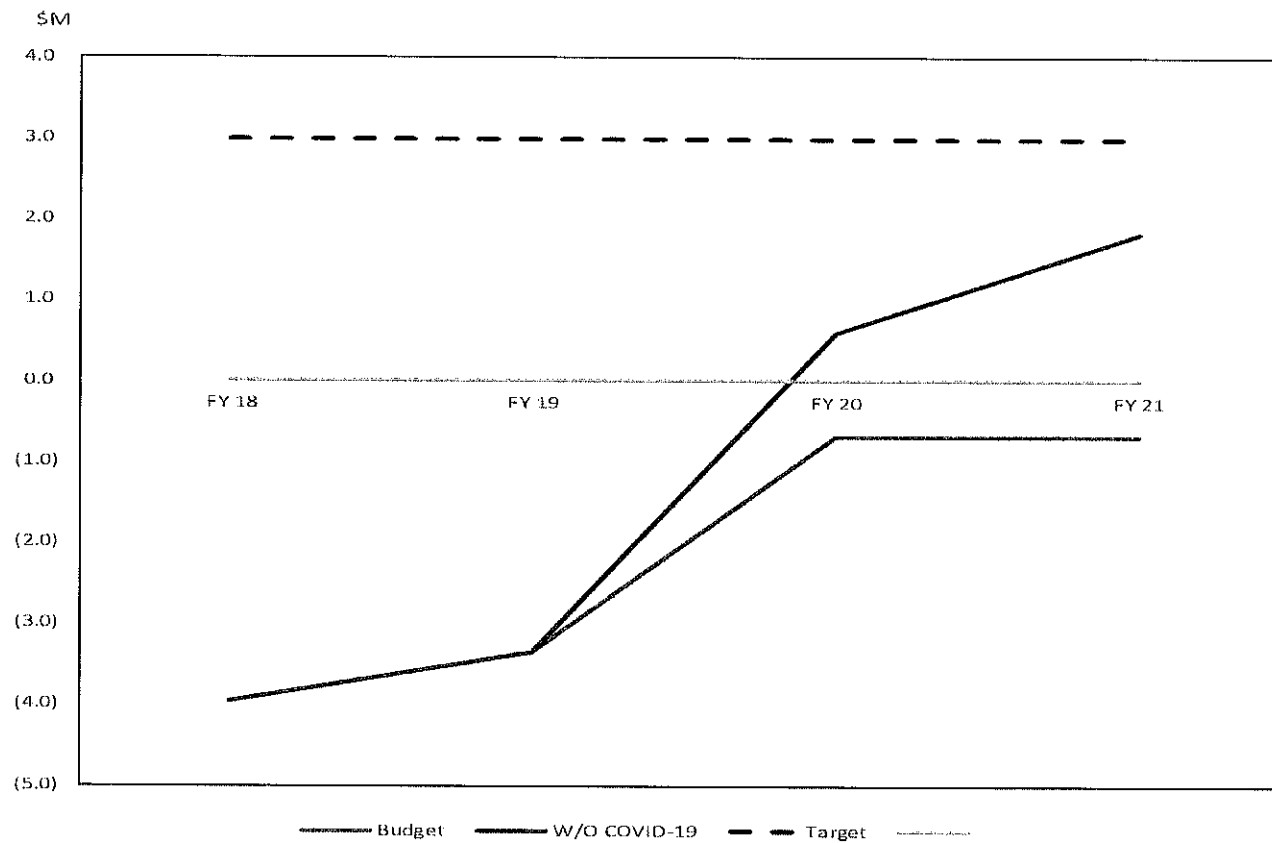


Citywide Financial Summary

(\$M)	FY 20		FY 21	
	Forecast	Over / (Under) Budget	Proposed Budget	Over / (Under) Forecast
Headcount (FTE)	133.0	(16.5)	145.0	12.0
<u>Funding</u>				
Revenue - Ex Grants	35.4	(0.4)	33.0	(2.4)
Grants	1.2	(0.5)	0.5	(0.7)
Loans	0.4	(3.9)	2.8	2.4
Total Before Transfers-In	37.0	(4.8)	36.3	(0.7)
Transfers-In	8.1	0.9	5.6	(2.5)
Total Revenue	45.1	(3.9)	41.9	(3.2)
<u>Expense</u>				
Compensation	9.5	(0.7)	10.3	0.8
Operating Expense	14.4	(1.3)	14.6	0.2
Other Uses	1.5	(1.0)	1.5	0.0
Capital	3.7	(3.8)	7.2	3.5
Debt Service	3.2	(0.1)	3.2	0.0
Contingency	1.1	(2.1)	2.2	1.1
Total Before Transfers-Out	33.4	(9.0)	39.0	5.6
Transfers-Out	8.1	0.9	5.6	(2.5)
Total Expense	41.5	(8.1)	44.6	3.1
Over/(Under)	3.6	4.2	(2.7)	(6.3)



General Fund Reserves – Estimated COVID-19 Impact



General Fund – Expense By Division

<u>Division</u>	FY 20		FY 21	
	Forecast	Over / (Under) Budget	Proposed Budget	Over / (Under) Forecast
Commission	120,941	(91,711)	124,681	3,740
CM - Executive	584,434	(245,552)	594,331	9,897
CM - Non-Dept	6,090,133	1,765,730	6,261,183	171,050
Clerk	387,455	(73,199)	380,408	(7,047)
Attorney	645,000	(28,983)	645,000	-
Finance	732,298	(12,540)	900,138	167,839
Human Resources	177,625	(125,901)	185,607	7,983
Planning & Community Dev	290,649	(131,113)	283,783	(6,566)
Building & Licenses	285,355	(235,289)	408,696	123,341
Parks & Recreation	651,652	(347,860)	564,066	(87,586)
Police	4,731,676	(1,493,551)	4,765,329	33,653
Code Enforcement	340,220	(133,006)	355,048	14,829
Public Works - Admin	307,808	8,630	333,067	25,259
Public Works - Bldg Maintenance	412,059	(289,914)	299,875	(112,184)
Public Works - Streets	815,953	(488,809)	684,288	(131,665)
Public Works - Illegal Dumping Removal	55,000	(55,000)	138,085	83,085
Public Works - Vehicle Maintenance	580,648	(145,355)	679,066	98,418
Total Expense	17,208,904	(2,123,424)	17,602,650	394,046



Compensation Issue



Wage Options

- Proposed Policy - Minimum Annual Wage Of \$30,000 – Impact

- General Fund

• Occupied Positions	9	\$65,644
• Vacant Budgeted Positions	2	<u>\$ 2,366</u>
		\$68,010

- Enterprise Funds

• Occupied Positions	5	\$ 3,433
• Vacant Budgeted Positions	5	<u>\$ 7,625</u>
		\$11,058

- Total **\$79,068**



Parks & Recreation Options



Parks & Recreation

	FY 20		FY 21	
		Over / (Under)		Over / (Under)
	Forecast	Budget	Proposed Budget	Forecast
Headcount	7.0	(2.0)	9.0	2.0
<u>Expense</u>				
Compensation	401,772	(22,338)	455,614	53,842
Operating Expense	213,530	(28,766)	108,452	(105,078)
Capital	36,350	18,600	-	(36,350)
Contingency	-	(217,144)	-	-
Transfer-Out	-	(98,212)	-	-
Total Expense	651,652	(347,860)	564,066	(87,586)

FY 21 Objectives (Top 4)

- Restore Full Range Of Programs At Renovated Ingram Park
- Develop Youth & Adult Basketball Leagues
- Restructure Senior Program For Greater Use Of City Facilities
- Expand Afterschool Program



Parks & Recreation New Project Recommendations (All Costs Are Preliminary Estimates)

- Long-Term – Parks Masterplan - \$150,000
- Short Term – Possible Mix Of Potential Projects To Be Completed In FY 21-
 - Total Not Recommended To Exceed Available Funding – Currently Estimated To Be **\$136,751**
 - Senior Center - \$30,000
 - Kaboom Park - \$65,000
 - Ingram Park Athletic Center - \$20,000
 - Sherbondy Village Community Center - \$60,000
 - Park Grounds Maintenance Upgrade - \$130,000



Parks & Recreation New Projects
(Recommended Funding Sources)

CRA Contribution To Parks Masterplan*	\$ 75,000
FY 21 Proposed Budget Savings	<u>279,761</u>
Total Potential Funding	\$354,761
Possible Compensation Plan Adjustment (GF)	\$ 68,010
Park Masterplan	<u>150,000</u>
Available For Other Parks & Recreation Projects	\$136,751

* Subject To CRA Board Approval



Parks & Recreation Project Potential Funding Sources (Proposed Adjustments To FY 21 Budget)

Police – Five-Month Deferral Of Second Round Of New Vehicles	\$32,500
Defer New Software	32,000
PW-Admin – Reduce New Computers	3,300
Code Enforcement – Defer Vehicle Computer Upgrades	17,000
Finance – Defer Executive Administrative Assistant	58,112
Defer New Software	20,000
HR – Defer Employee Training	5,000
Building & Licenses – Reduction In Unsafe Structure Cases	7,500
Parks & Recreation – Defer Brochures	5,000
Defer New Recreation Leader Hire Six Months	18,000
Mothball Pool (Monthly Maintenance For Ten Months)	10,000
Cancellation Of Football Programs (New)	20,000
Building Maintenance – Defer Purchase Of Paint Spraying Equipment	3,000
Illegal Dumping – Defer Program – Don't Hire One FTE	<u>48,349</u>
Total	\$279,761

17



Parks & Recreation Projects Project Descriptions

Park Grounds Maintenance Upgrade (\$130,000)

- Two Full-Time Maintenance Workers
- Miscellaneous Equipment And Supplies

Senior Center (\$30,000)

- Exterior Painting, Including Color Change
- Replace Entrance Awning
- Upgrade Landscaping
- Replace Kitchen Cabinets & Fixtures
- Replace Restroom Fixtures
- Interior Painting

• Kaboom Park (\$65,000)

- Fence Tot-Lot Area
- Park Lighting



Parks & Recreation Projects Project Descriptions

Ingram Park Athletic Center (\$20,000)

- Replace Exterior Restroom Fixtures
- Replace Restroom Partitions
- Replace Light Fixtures
- Build Garbage Container Enclosure
- Paint Exterior
- Pave And Stripe Parking Lot

Sherbondy Village Community Center (\$60,000)

- Paint Exterior
- Install Parking Lot At Northwest Side Of Facility

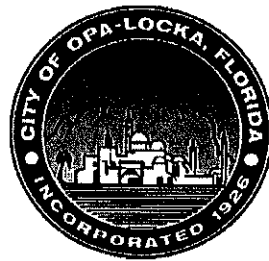


Parks & Recreation Projects Next Steps

- Commission Guidance Requested
 - Identification Of Alternate Projects If Appropriate
 - Project Prioritization
 - Approval Of Savings Recommendations
- To Be Reflected In Current Budget In General Terms
- Staff To Provide Well Defined Cost Estimates At September Budget Hearings



Proposed CRA Budget Update



Proposed CRA Budget Update*

		<u>FY 21</u>
Revenue	City TIF Contribution	712,555
	County TIF Contribution	<u>334,355</u>
	Total	1,046,910
Expenditure	Compensation	29,772
	CRA Plan Update	150,000
	Park Masterplan (50%)	75,000
	Façade Program	120,000
	Streetscape Program	100,000
	Historic City Hall Grant	175,000
	Parks Amenities Grant	50,000
	Other Services & Fees	34,164
	Trust Fund Addition	295,764
	Transfers-Out	<u>17,210</u>
		1,046,910

* Subject To CRA Board Approval



Discussion



RESOLUTION NO. 20-

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING RESOLUTION 20-9781 TO ALLOW FOR A VIRTUAL MEETING OR AN IN-PERSON IN THE DISCRETION OF THE CITY MANAGER; SETTING THE PROPOSED MILLAGE RATE OF 9.8000 MILLS FOR COMPUTATION OF AD VALOREM TAXES FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY LAW FOR THE BUDGET FOR FISCAL YEAR (FY) 2020-2021; ESTABLISHING THE DATE, TIME AND PLACE FOR THE FIRST HEARING TO CONSIDER THE PROPOSED MILLAGE RATE AND PROPOSED BUDGET FOR FY 2020-2021; DIRECTING THE CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION TO THE FLORIDA DEPARTMENT OF REVENUE, PROPERTY TAX OVERSIGHT, TRIM COMPLIANCE SECTION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Section 200.065, Florida Statutes, provides that a taxing authority shall advise the Property Appraiser and Tax Collector of the proposed millage rate, the current year rolled-back rate and the date, time and place of the first budget hearing, at which time a public hearing will be held to consider the proposed millage rate and the tentative budget for the upcoming fiscal year; and

WHEREAS, the City Manager of the City of Opa-locka has recommended a proposed millage rate of rate of 9.8000 mills for FY 2020-2021, commencing October 1, 2020 and ending September 30, 2021.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA- LOCKA, FLORIDA:

SECTION 1. The recitals to the preamble herein are incorporated by reference.

SECTION 2. The proposed tax levy and millage rate for the City of Opa-locka, Florida for FY 2020-2021, commencing October 1, 2020 and ending September 30, 2021, is hereby proposed to be 9.8000 mills, which is \$9.8000 per \$1,000.00 of assessed property value within the City of Opa-locka. This represents a 1.62% increase over the rolled-back rate of 9.6439 mills, which is \$9.6439 per \$1,000.00 of assessed property value.

SECTION 3. The date, time and place for the public hearing to consider the above proposed Annual Budget shall be as follows:

PUBLIC HEARING

Date: Tuesday, September 8, 2020

Time: 5:01 p.m.

Place: 215 Perviz Ave, Opa-locka – or virtually at

<https://www.youtube.com/user/CityofOpaLocka>

As determined by the City Manager

Tele: 305-953-2868 ext. 1305

SECTION 4. The City Manager is hereby directed to transmit a certified copy of this Resolution to the Florida Department of Revenue, Property Tax Oversight, TRIM Compliance Section, trim@floridarevenue.com.

SECTION 5. This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and **ADOPTED** this 28th day of July, 2020.

Matthew A. Pigatt, Mayor

ATTEST:

Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Weeks, P.A.

Moved by:

Seconded by:

VOTE:

Commissioner Bass

Commissioner Burke

Commissioner Kelley

Resolution No. 20-9781

Vice-Mayor Davis
Mayor Pigatt



City of Opa-locka Agenda Cover Memo

Department Director:	Bob Anathan		Department Director Signature:		
City Manager:	John E. Pate		CM Signature:		
Commission Meeting Date:	July 28, 2020	Item Type: (Enter X in box)	Resolution	Ordinance	Other
			X		
Fiscal Impact: (Enter X in box) N/A	Yes	No	Ordinance Reading: (Enter X in box)	1st Reading	
		X		Public Hearing: (Enter X in box)	Yes
					X
Funding Source: Account# :	(Enter Fund & Dept) Ex: NA		Advertising Requirement: (Enter X in box)	Yes	
				No	
				X	
Contract/P.O. Required: (Enter X in box)	Yes	No	RFP/RFQ/Bid#:		
		X			
Strategic Plan Related (Enter X in box)	Yes	No	Strategic Plan Priority Area: Enhance Organizational ☐ Bus. & Economic Dev ☐ Public Safety ☐ Quality of Education ☐ Qual. of Life & City Image ☐ Communication ☐	Strategic Plan Obj./Strategy: (list the specific objective/strategy this item will address) All areas	
		X			
Sponsor Name	City Manager		Department:	City Manager	

Short Title:

Adoption of Proposed Millage Rate and Establishing Date, Time and Place for First September Hearing

Staff Summary:

The City is required to adopt a proposed millage rate, establish the date, time and place for the initial September hearing, to be entered into the TRIM system no later than August 4, 2020. This was adopted with a date of September 9th for the first hearing. However, the Budget Administrator received an e-mail from the County on July 1st indicating the dates of the County Commission and School Board budget hearings, which take precedence over the City's hearings. On initial reading, no conflict was recognized. However, this wasn't double-checked at the time the City's budget hearing resolution was submitted, with the result that the previous resolution identified September 9th as the first hearing date, in conflict with a County School Board budget hearing, and requiring correction.

Proposed Action:

It is recommended that the City Commission deliberate an appropriate millage rate, establish the date, time and place for the initial September hearing and direct that the City Manager have the appropriate DR-420 TRIM document completed, signed electronically and entered into the TRIM system no later than August 4, 2020

Attachment:

1. Proposed Resolution
2. Supporting draft TRIM documents



CERTIFICATION OF TAXABLE VALUE

[Reset Form](#)
[Print Form](#)

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2020	County: MIAMI-DADE
Principal Authority: CITY OF OPA-LOCKA	Taxing Authority: CITY OF OPA-LOCKA

SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$ 975,067,195	(1)
2.	Current year taxable value of personal property for operating purposes	\$ 258,598,361	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$ 1,911,455	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$ 1,235,577,011	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$ 877,661	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$ 1,234,699,350	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$ 1,143,481,500	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☒ YES ☐ NO	Number 1 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	☐ YES ☒ NO	Number 0 (9)
SIGN HERE	Property Appraiser Certification I certify the taxable values above are correct to the best of my knowledge.		
	Signature of Property Appraiser: Electronically Certified by Property Appraiser		Date: 7/1/2020 3:23 PM

SECTION II: COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.			
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	9.8000 per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$ 11,206,119	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$ 0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$ 11,206,119	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$ 72,709,710	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$ 1,161,989,640	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	9.6439 per \$1000	(16)
17.	Current year proposed operating millage rate	9.8000 per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$ 12,108,655	(18)

Continued on page 2

19.	TYPE of principal authority (check one)	☐ County	☐ Independent Special District	(19)
		☒ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)	☒ Principal Authority	☐ Dependent Special District	(20)
		☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	☐ Yes	☒ No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs			STOP HERE - SIGN AND SUBMIT	
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>		\$ 11,206,119	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>		9.6439 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>		\$ 11,915,781	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>		\$ 12,108,655	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>		9.8000 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>		1.62 %	(27)
First public budget hearing		Date :	Time :	Place :
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :			Date :
	Title : John E. Pate, City Manager		Contact Name and Contact Title : Robert Anathan, Budget Administrator	
	Mailing Address : 780 FISHERMAN STREET, 4TH FLOOR		Physical Address : 780 FISHERMAN STREET, 4TH FLOOR	
	City, State, Zip : OPA-LOCKA, FL 33054		Phone Number : 305-953-2868 x 1305	Fax Number :

Instructions on page 3



MAXIMUM MILLAGE LEVY CALCULATION

PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

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DR-420MM-P
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2020		County: MIAMI-DADE	
Principal Authority: CITY OF OPA-LOCKA		Taxing Authority: CITY OF OPA-LOCKA	

1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☒ No	(1)
----	---	------------------------------	--	-----

IF YES, **STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.**

2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	9.6439	per \$1,000	(2)
3.	Prior year maximum millage rate with a majority vote from 2018 Form DR-420MM, Line 13	9.7811	per \$1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	9.8000	per \$1,000	(4)

If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.

Adjust rolled-back rate based on prior year majority-vote maximum millage rate

5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$	0	(5)
6.	Prior year maximum ad valorem proceeds with majority vote <i>(Line 3 multiplied by Line 5 divided by 1,000)</i>	\$	0	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$	0	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote <i>(Line 6 minus Line 7)</i>	\$	0	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$	0	(9)
10.	Adjusted current year rolled-back rate <i>(Line 8 divided by Line 9, multiplied by 1,000)</i>	0.0000	per \$1,000	(10)

Calculate maximum millage levy

11.	Rolled-back rate to be used for maximum millage levy calculation <i>(Enter Line 10 if adjusted or else enter Line 2)</i>	9.6439	per \$1,000	(11)
12.	Adjustment for change in per capita Florida personal income <i>(See Line 12 Instructions)</i>	1.0322		(12)
13.	Majority vote maximum millage rate allowed <i>(Line 11 multiplied by Line 12)</i>	9.9544	per \$1,000	(13)
14.	Two-thirds vote maximum millage rate allowed <i>(Multiply Line 13 by 1.10)</i>	10.9498	per \$1,000	(14)
15.	Current year proposed millage rate	9.8000	per \$1,000	(15)

16. Minimum vote required to levy proposed millage: (Check one)

☒ a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. **Enter Line 13 on Line 17.**

☐ b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. **Enter Line 15 on Line 17.**

☐ c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. **Enter Line 15 on Line 17.**

☐ d. Referendum: The maximum millage rate is equal to the proposed rate. **Enter Line 15 on Line 17.**

17.	The selection on Line 16 allows a maximum millage rate of <i>(Enter rate indicated by choice on Line 16)</i>	9.9544	per \$1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$	1,235,577,011	(18)

Continued on page 2

Taxing Authority : CITY OF OPA-LOCKA		DR-420MM-P R. 5/12 Page 2	
19.	Current year proposed taxes (<i>Line 15 multiplied by Line 18, divided by 1,000</i>)	\$ 12,108,655	(19)
20.	Total taxes levied at the maximum millage rate (<i>Line 17 multiplied by Line 18, divided by 1,000</i>)	\$ 12,299,428	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE. SIGN AND SUBMIT.	
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. (<i>The sum of all Lines 19 from each district's Form DR-420MM-P</i>)	\$ 0	(21)
22.	Total current year proposed taxes (<i>Line 19 plus Line 21</i>)	\$ 12,108,655	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage (<i>The sum of all Lines 20 from each district's Form DR-420MM-P</i>)	\$ 0	(23)
24.	Total taxes at maximum millage rate (<i>Line 20 plus Line 23</i>)	\$ 12,299,428	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☒ YES ☐ NO	(25)
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Title : John E. Pate, City Manager	Contact Name and Contact Title : Robert Anathan, Budget Administrator	
	Mailing Address : 780 FISHERMAN STREET, 4TH FLOOR	Physical Address : 780 FISHERMAN STREET, 4TH FLOOR	
	City, State, Zip : OPA-LOCKA, FL 33054	Phone Number : 305-953-2868 x 1305	Fax Number :

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

First Public Budget Hearing (Final Public Budget Hearing for Schools):

Date: 09/09/2020 05:01 PM EST

Add/Update Hearing

Place: 215 Perviz Ave, Opa-locka - Virtual = <https://www.youtube.com/user/CityofOpalocka>

RESOLUTION NO. 20-9781

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, SETTING THE PROPOSED MILLAGE RATE OF 9.8000 MILLS FOR COMPUTATION OF AD VALOREM TAXES FOR THE CITY OF OPA-LOCKA, FLORIDA AS REQUIRED BY LAW FOR THE BUDGET FOR FISCAL YEAR (FY) 2020-2021; ESTABLISHING THE DATE, TIME AND PLACE FOR THE FIRST HEARING TO CONSIDER THE PROPOSED MILLAGE RATE AND PROPOSED BUDGET FOR FY 2020-2021; DIRECTING THE CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION TO THE FLORIDA DEPARTMENT OF REVENUE, PROPERTY TAX OVERSIGHT, TRIM COMPLIANCE SECTION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Section 200.065, Florida Statutes, provides that a taxing authority shall advise the Property Appraiser and Tax Collector of the proposed millage rate, the current year rolled-back rate and the date, time and place of the first budget hearing, at which time a public hearing will be held to consider the proposed millage rate and the tentative budget for the upcoming fiscal year; and

WHEREAS, the City Manager of the City of Opa-locka has recommended a proposed millage rate of rate of 9.8000 mills for FY 2020-2021, commencing October 1, 2020 and ending September 30, 2021.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA- LOCKA, FLORIDA:

SECTION 1. The recitals to the preamble herein are incorporated by reference.

SECTION 2. The proposed tax levy and millage rate for the City of Opa-locka, Florida for FY 2020-2021, commencing October 1, 2020 and ending September 30, 2021, is hereby proposed to be 9.8000 mills, which is \$9.8000 per \$1,000.00 of assessed property value within the City of Opa-locka. This represents a 1.61%increase over the rolled-back rate of 9.6439 mills, which is \$9.6439 per \$1,000.00 of assessed property value.

SECTION 3. The date, time and place for the public hearing to consider the above proposed Annual Budget shall be as follows:

PUBLIC HEARING

Date: Wednesday, September 9, 2020

Time: 5:01 p.m.

Place: 215 Perviz Ave, Opa-locka -

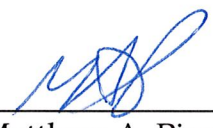
Virtual =

<https://www.youtube.com/user/CityofOpaLocka>

SECTION 4. The City Manager is hereby directed to transmit a certified copy of this Resolution to the Florida Department of Revenue, Property Tax Oversight, TRIM Compliance Section, trim@floridarevenue.com.

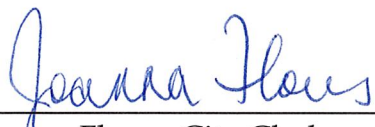
SECTION 5. This Resolution shall take effect upon the adoption and is subject to the approval of the Governor or Governor's Designee.

PASSED and ADOPTED this 22nd day of July, 2020.



Matthew A. Pigatt, Mayor

ATTEST:



Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**



Burnadette Norris-Weeks, P.A.

Moved by: Commissioner Kelley

Seconded by: Commissioner Bass

VOTE: 5-0
Commissioner Bass YES
Commissioner Burke YES
Commissioner Kelley YES
Vice-Mayor Davis YES
Mayor Pigatt YES



City of Opa-locka Agenda Cover Memo

Department Director:	Bob Anathan		Department Director Signature:		
City Manager:	John E. Pate		CM Signature:		
Commission Meeting Date:	July 22, 2020		Item Type:		
			(Enter X in box)		
			Resolution	Ordinance	
			X		
Fiscal Impact: (Enter X in box) N/A	Yes	No	Ordinance Reading: (Enter X in box)		1st Reading
	X				2nd Reading
			Public Hearing: (Enter X in box)		
					Yes
					No
					X
Funding Source: Account# :	(Enter Fund & Dept) Ex: NA		Advertising Requirement: (Enter X in box)		No
					X
Contract/P.O. Required: (Enter X in box)	Yes	No	RFP/RFQ/Bid#:		
		X			
Strategic Plan Related (Enter X in box)	Yes	No	Strategic Plan Priority Area:		Strategic Plan Obj./Strategy: (list the specific objective/strategy this item will address)
	X		Enhance Organizational ☒ Bus. & Economic Dev ☒ Public Safety ☒ Quality of Education ☒ Qual. of Life & City Image ☒ Communication ☒		All areas
Sponsor Name	City Manager		Department:		City Manager

Short Title:

Adoption of Proposed Millage Rate and Establishing Date, Time and Place for First September Hearing

Staff Summary:

The City is required to adopt a proposed millage rate, establish the date, time and place for the initial September hearing, to be entered into the TRIM system no later than August 4, 2020

Proposed Action:

It is recommended that the City Commission deliberate an appropriate millage rate, establish the date, time and place for the initial September hearing and direct that the City Manager have the appropriate DR-420 TRIM document completed, signed electronically and entered into the TRIM system no later than August 4, 2020

Attachment:

1. Proposed Resolution
2. Supporting draft TRIM documents



CERTIFICATION OF TAXABLE VALUE

[Reset Form](#)
[Print Form](#)

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2020	County : MIAMI-DADE
Principal Authority : CITY OF OPA-LOCKA	Taxing Authority : CITY OF OPA-LOCKA

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$ 975,067,195	(1)
2.	Current year taxable value of personal property for operating purposes	\$ 258,598,361	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$ 1,911,455	(3)
4.	Current year gross taxable value for operating purposes (Line 1 plus Line 2 plus Line 3)	\$ 1,235,577,011	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$ 877,661	(5)
6.	Current year adjusted taxable value (Line 4 minus Line 5)	\$ 1,234,699,350	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$ 1,143,481,500	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☒ YES ☐ NO	Number 1 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, Certification of Voted Debt Millage forms attached. If none, enter 0	☐ YES ☒ NO	Number 0 (9)
Property Appraiser Certification I certify the taxable values above are correct to the best of my knowledge.			
SIGN HERE	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date : 7/1/2020 3:23 PM	

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.			
10.	Prior year operating millage levy (If prior year millage was adjusted then use adjusted millage from Form DR-422)	9.8000 per \$1,000	(10)
11.	Prior year ad valorem proceeds (Line 7 multiplied by Line 10, divided by 1,000)	\$ 11,206,119	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value (Sum of either Lines 6c or Line 7a for all DR-420TIF forms)	\$ 0	(12)
13.	Adjusted prior year ad valorem proceeds (Line 11 minus Line 12)	\$ 11,206,119	(13)
14.	Dedicated increment value, if any (Sum of either Line 6b or Line 7e for all DR-420TIF forms)	\$ 72,709,710	(14)
15.	Adjusted current year taxable value (Line 6 minus Line 14)	\$ 1,161,989,640	(15)
16.	Current year rolled-back rate (Line 13 divided by Line 15, multiplied by 1,000)	9.6439 per \$1000	(16)
17.	Current year proposed operating millage rate	9.8000 per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate (Line 17 multiplied by Line 4, divided by 1,000)	\$ 12,108,655	(18)

Continued on page 2

19.	TYPE of principal authority (check one)	☐ County	☐ Independent Special District	(19)
		☒ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)	☒ Principal Authority	☐ Dependent Special District	(20)
		☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	☐ Yes	☒ No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE - SIGN AND SUBMIT		
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>	\$	11,206,119	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>	9.6439	per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>	\$	11,915,781	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>	\$	12,108,655	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>	9.8000	per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>		1.62 %	(27)
First public budget hearing		Date :	Time :	Place :
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :			Date :
	Title :		Contact Name and Contact Title :	
	John E. Pate, City Manager		Robert Anathan, Budget Administrator	
	Mailing Address :		Physical Address :	
780 FISHERMAN STREET, 4TH FLOOR		780 FISHERMAN STREET, 4TH FLOOR		
City, State, Zip :		Phone Number :	Fax Number :	
OPA-LOCKA, FL 33054		305-953-2868 x 1305		

Instructions on page 3


[Reset Form](#)
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MAXIMUM MILLAGE LEVY CALCULATION **PRELIMINARY DISCLOSURE**

For municipal governments, counties, and special districts

DR-420MM-P

R. 5/12

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

Year: 2020		County: MIAMI-DADE	
Principal Authority: CITY OF OPA-LOCKA		Taxing Authority: CITY OF OPA-LOCKA	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☒ No (1)
IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	9.6439	per \$1,000 (2)
3.	Prior year maximum millage rate with a majority vote from 2018 Form DR-420MM, Line 13	9.7811	per \$1,000 (3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	9.8000	per \$1,000 (4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$	0 (5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$	0 (6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$	0 (7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$	0 (8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$	0 (9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	0.0000	per \$1,000 (10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	9.6439	per \$1,000 (11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)		1.0322 (12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	9.9544	per \$1,000 (13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	10.9498	per \$1,000 (14)
15.	Current year proposed millage rate	9.8000	per \$1,000 (15)
16.	Minimum vote required to levy proposed millage: (Check one) ☒ a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17. ☐ b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. Enter Line 15 on Line 17. ☐ c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17. ☐ d. Referendum: The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)	9.9544	per \$1,000 (17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$	1,235,577,011 (18)

Continued on page 2

Taxing Authority : CITY OF OPA-LOCKA		DR-420MM-P R. 5/12 Page 2	
19.	Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000)</i>	\$ 12,108,655	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000)</i>	\$ 12,299,428	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE. SIGN AND SUBMIT.	
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM-P)</i>	\$ 0	(21)
22.	Total current year proposed taxes <i>(Line 19 plus Line 21)</i>	\$ 12,108,655	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM-P)</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus Line 23)</i>	\$ 12,299,428	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☒ YES ☐ NO	(25)
SIGN HERE	Taxing Authority Certification I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :		Date :
	Title : John E. Pate, City Manager		Contact Name and Contact Title : Robert Anathan, Budget Administrator
	Mailing Address : 780 FISHERMAN STREET, 4TH FLOOR		Physical Address : 780 FISHERMAN STREET, 4TH FLOOR
	City, State, Zip : OPA-LOCKA, FL 33054		Phone Number : 305-953-2868 x 1305
Fax Number :			

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

First Public Budget Hearing (Final Public Budget Hearing for Schools):

Date: 09/09/2020 05:01 PM EST

Add/Update Hearing

Place: 215 Perviz Ave, Opa-locka - Virtual = <https://www.youtube.com/user/CityofOpaLocka>